



Application for Admission

Office of Enrollment Services - 70 Sip Avenue, Jersey City, New Jersey 07306

Phone: (201) 714-7200 • Fax: (201) 714-2136

Save time! Apply Online at www.hccc.edu/mystart

Hudson County Community College (HCCC) welcomes applications from first-year, returning (one year or more since enrolled), transfer, and visiting students.

INSTRUCTIONS

1. An Application for Admission must be completed and may be mailed, faxed, or delivered in person to (or go to www.hccc.edu/mystart) Hudson County Community College Admissions Office, 70 Sip Avenue, Jersey City, NJ 07306

2. **A non-refundable \$25 application fee** is required to complete the application process.
If mailing a check or money order, please print your full name clearly on the front, made payable to HCCC.

3. Please review the application procedures below and submit all of the appropriate materials along with your completed application if possible. For more information please review www.hccc.edu/mystart

Matriculated Students (Full-time or Part-time)

If you are pursuing an associate's degree or academic program certificate at HCCC, you are considered a matriculated student.

1. Complete Application for Admission, and include \$25 non-refundable application fee.
2. Provide either an official copy of your high school transcript or diploma, or a copy of your general equivalency diploma (GED).
3. HCCC, as mandated by the State of New Jersey, is required to ask for proof that all students enrolled full-time have been immunized against certain preventable diseases (MMR - Measles, Mumps & Rubella and Hepatitis B), or meet exemption criteria. For details go to www.hccc.edu/immunization

Exempt students must meet ONE of the following conditions:

- a) Medical reasons (for example, pregnancy or immunity). A physician's statement or official records must be submitted.
 - b) Religious reasons. A statement from an official of the religious organization must be submitted.
 - c) Those individuals born before January 1, 1957 for MMR.
4. If you attended another college, send HCCC an official college transcript. Official transcripts must be received in a sealed envelope from your college.
 5. Take the College Placement Test (CPT). Based on SAT/ACT scores, or previous college course work, you may be exempt. For exemption criteria go to www.hccc.edu/testing. Plan to take the test at least two weeks before you register.
 6. You may be required to prove residency within Hudson County to pay in-county tuition rates.

Non-Matriculated/Visiting Students

If you are NOT pursuing an associate's degree, or academic program certificate at HCCC, you are considered non-matriculated. You may attend only on a part-time basis and attempt a maximum of 11 credits total.

1. If a visiting student, applicants must also provide a college transcript OR a letter from their home institution stating that they have permission to take our courses. The letter may be faxed to Enrollment Services at (201) 714-2136. Once documentation has been reviewed, you will be permitted to register for the agreed upon classes for the agreed upon term. For more information please review www.hccc.edu/visitingstudents
2. You must present proof of residency (State ID/County ID/ Utility Bill in your name) in order to establish in-county tuition rate.

Students Returning to HCCC

If you previously attended HCCC, you must submit a new admission application. If one year or more has elapsed, you must re-apply and an application fee will be assessed. Dependent on your previous coursework or amount of time elapsed since your last registration, you may be required to take a College Placement Test. However, if you attended another college and would like credits transferred to HCCC, please submit official transcripts.

Transferring Credits to HCCC

If transferring from another college, HCCC will evaluate your credits based on the program you apply for at HCCC. You may be granted up to 30 credits toward an associate degree, and 15 credits toward a certificate for courses completed with a grade of "C" or better. Official college transcripts must be sent directly to the HCCC Admissions Office in a sealed envelope from the sending institution.

International Students (requiring a Visa)

International Students should go to www.hccc.edu/internationalstudents for the latest information on enrollment requirements.

Program Offerings and Program Codes at HUDSON COUNTY COMMUNITY COLLEGE

For details, please visit the HCCC website at
www.hccc.edu/programs

(AA)=Associate in Arts
(AFA)=Associate in Fine Arts
(AS)= Associate in Science
(AAS)=Associate in Applied Science
(CERT)=Certificate
(PRO)= Specialized Proficiency Certificate

TRANSFER PROGRAMS:

Designed for students who are planning to transfer to a four-year college or university.

Program Name	Program Code
AS Accounting	ACCT
AS Business Administration	BUSA
AS Computer Science	CSC
AS Engineering Science	EGS
AS Environmental Studies (New)	ENVS
AS Geographical Information Science	GISC
AS Health Services	ASHS
AS Cooperative Nursing	CNP
AS Occupational Therapy Assistant	OTA
AS Radiography (New)	RAD
AS Respiratory Care	RCP
AFA Studio Arts	TDA
AFA Studio Arts - Computer Arts Option	SACA
AS Science & Mathematics - General	SAM
AS Science & Mathematics – Biology	SBIO
Chemistry	SCHE
Mathematics	SMAT
Physics	SPHY
AA Liberal Arts - General	LAD
Liberal Arts -	
AA American Studies	LAMS
AA Business	BUS
AA Criminal Justice	LCRJ
AA Early Childhood Education	LECE
AA Elementary & Secondary Education	EDU
AA English	LENG
AA History	LHIS
AA Human Services	LHUS
AA Latino Studies	LLAS
AA Psychology	LPSY
AA Sociology	LSOC
AA Special Education	SED
AA Women’s Studies	LWMS
AA Theatre Arts	THA

CAREER PROGRAMS:

Designed to prepare students for direct entry into careers that are typically at the technical or paraprofessional level.

Program Name	Program Code
AAS Accounting	ACC
AAS Criminal Justice	CRJ
AAS Computer Technology	CSCB
AAS Culinary Arts	CAI
AAS Culinary Arts – Baking & Pastry Option	CAB
AAS Early Childhood Education	ECE
AAS Electronics Engineering Technology	EET
AAS Health Science	HSC
AAS HMT - Entrepreneurship Option	HMEP
AAS HMT -Hotel Restaurant Management Option	HMHR
AAS HMT – Travel and Tourism Option	HMTT
AAS Medical Assisting	MDA
AAS Management	MAN
AAS Management - Funeral Services Option	MFS
AAS Paramedic Science	EMT
AAS Technical Studies	TSD

CERTIFICATE PROGRAMS:

Designed to provide specialized training for occupational preparation.

Certificate Name	Program Code
PRO CDA Infant/Toddler	TODD
PRO CDA Preschool	PRSC
CERT Culinary Arts	CAIC
CERT Criminal Justice	CRJC
CERT Digital Art & Design	DARTC
PRO Digital Art & Design	DARTP
CERT Dietary Management	CSMC
CERT Hospitality Management	HMTTC
CERT Medical Transcription	MDTC
CERT Paramedic Science	EMTC
PRO Proficiency in Baking (Patisserie)	CABP
PRO Proficiency in Cold Food Production (Garde Manger)	CACP
CERT Practical Nursing	PNUC
PRO Proficiency in Hot Food Production (Cuisine)	CAHP



Application for Admission

Office of Enrollment Services • 70 Sip Avenue, Jersey City, New Jersey 07306
Phone: (201) 714-7200 • Fax: (201) 714-2136

Save time! apply Online at www.hccc.edu/mystart

FOR OFFICE USE ONLY:

A \$25 non-refundable application fee is due when you apply. Application fee expires after one year.

Social Security Number _____ - _____ - _____ Date ____/____/____

*(Required if filing for federal financial aid-PELL Grant) (If you are claiming an educational credit with the IRS, you must submit your SS#.)
Required for Financial Aid and Tax reporting purposes. You may provide a TIN (tax id number) en lieu of a SSN.*

Admit status (check the category which best describes your enrollment status) Full-Time Part-Time

- New Student (First time college student)
- Returning Student
- Visiting (Currently enrolled at another college)
- Transfer (Previously attended another college/university and have earned credit)

Will you be pursuing a degree or certificate at HCCC? Yes No (non-matriculated students are limited to 11 credits)

Program in which you want to major: Select Program Code _____ (See attached list or visit www.hccc.edu/programs)

Undecided (Liberal Arts general)

SEMESTER APPLYING FOR (Please check one) Fall 20____ (Sept.) Spring 20____ (Jan.) Summer 20____ (May, June, July) Winter Session 20____ (6 week Jan.)

Last Name _____ First _____ MI _____

Previous Name(s) _____

Street Address _____ Apt. _____

City _____ State _____ Zip Code _____ County _____ Country _____

How long have you lived in the state of NJ? _____ years _____ months

Country of Birth _____

Date of Birth ____/____/____

Telephone: Cell (____) _____ - _____ Home (____) _____ - _____ Work (____) _____ - _____

E-mail address _____ (please print clearly)

Citizenship Status:

- US Citizen Permanent Resident (Must provide a copy of permanent residency card)
- Non-citizen International Student Specify Visa type _____ Expiration date ____/____/____
(Must provide copy of I-94 card)

If you are an International Student, do you wish HCCC to issue an I-20? Yes No

(International Students must request and complete an International Student Application)

For more information please review www.hccc.edu/internationalstudents

High School Education:

- Graduated Attended- did not graduate Attended high school outside of US (foreign high school)
- Home Schooled Never attended high school

Name of High School _____

City _____ State: _____

Start date (mm/yyyy) _ _ / _ _ - - - -

End date (mm/yyyy) _ _ / _ _ - - - -

Graduation or anticipated graduation (mm/yyyy) _ _ / _ _ - - - -

Foreign High School Information:

Name of High School _____

Country _____

Do you have an equivalency diploma (GED)? Yes No If Yes, from what state? _____ In what year? _____

Did you participate in the Project LEAP Program or did you complete any courses through HCCC while still in high school? Yes No

Are you a service member? Yes No

Or a spouse or a child of a service member? spouse child

If yes, you may be eligible for Veterans' educational benefits. Please e-mail Veterans@hccc.edu for more information.

Do you plan to transfer credits from your previous college(s)? Yes No

List ALL colleges or institutions attended beyond high school. (To list additional schools, please use a separate piece of paper.)

a. Name of school _____
Dates attended _____ to _____
City _____ State _____ Credits in process _____ Credits earned _____
Degree earned _____

b. Name of school _____
Dates attended _____ to _____
City _____ State _____ Credits in process _____ Credits earned _____
Degree earned _____

(Students seeking to have credits evaluated and potentially transferred from another college or university must submit an official transcript to the Office of Enrollment Services - 70 Sip Avenue, Jersey City, NJ 07306).

Colleges and universities are asked by many, including the federal government, accrediting associations, college guides, newspapers, and our own college/university communities, to describe the racial/ethnic backgrounds of students and employees. In order to respond to these requests, we ask you to answer the following two questions:

Do you consider yourself to be Hispanic/Latino? Yes No

In addition, select one or more of the following racial categories to describe yourself:

- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Pacific Islander
- White

Male Female

I certify to the best of my knowledge that the information is correct and that falsification of information may subject me to dismissal from HCCC. Also, if I am applying for a matriculated program it is my responsibility to have an official copy of my high school transcript or GED certificate, and college transcript(s), if required, sent to the Office of Enrollment Services.

Applicant's Signature _____

Print Name: (F) _____ (L) _____

Parent's or Guardian's Signature _____

(For applicants under 18 years of age)

Hudson County Community College does not discriminate on the basis of race, color, creed, sex, sexual orientation, national origin, age, religion, veteran or marital status, or disability in its employment practices or educational programs. Inquiries regarding compliance with federal or state anti-discrimination laws may be directed to the Affirmative Action Officer.