



## APPLICATION FOR ADMISSION

This application is also available online at [apply.atlantic.edu](http://apply.atlantic.edu)

### ADMISSION TO ATLANTIC CAPE COMMUNITY COLLEGE

Admission is available to all applicants who are 18 years of age and older or have graduated from an accredited secondary or preparatory school, or those with a State equivalency certificate (GED). The college's Nursing, Radiologic Technology, Professional Helicopter Pilot Training, Professional Pilot Training and Air Traffic Control programs have additional criteria that must be met before a student is accepted into those programs. Contact the Admissions Office at (609) 343-5000/(609) 343-4830/ (609) 463-3958 for more information.

*Atlantic Cape does not discriminate in admission or access to its programs and activities on the basis of race/color, national origin, religion/creed, disability, age, marital status, gender, sexual orientation or veteran status.*

### STUDENTS SEEKING A DEGREE/CERTIFICATE/PROFESSIONAL SERIES:

- Complete this form, indicating the desired program of study, and submit a \$35 non-refundable application fee. Make check or money order payable to Atlantic Cape Community College.
- Forward a copy of final high school(s) transcript(s) or GED to the Admissions Office.

### STUDENTS NOT SEEKING A DEGREE:

- Complete this form, indicating the program of study as "Undeclared," and submit a \$35 non-refundable application fee. Make check or money order payable to Atlantic Cape Community College. Acceptance to the college is automatic upon receipt of the application and payment of the fee. Students not seeking a degree are not eligible for financial aid.

### STUDENTS APPLYING FOR CONTINUING EDUCATION (NON-CREDIT) PROGRAMS:

- Complete this form, indicating the desired career training program and submit the application to the Admissions Office. There is no application fee for Continuing Education programs. Program prerequisites must be met to enroll.

### INTERNATIONAL APPLICANTS:

- F-1 students must complete the Application for Admission, Supplemental Form for International students, Sponsorship Form, Confidential Financial Statement and submit a non-refundable \$100 application fee and the required deposit. Forms are available from the Admissions Office or at [www.atlantic.edu](http://www.atlantic.edu). Atlantic Cape is authorized under Federal law to enroll nonimmigrant students. All other international applicants should complete this application for admission and pay the \$35 non-refundable application fee. For further information call the Admissions Office at (609) 343-4830.

### TESTING REQUIREMENTS:

- Degree- and non-degree-seeking applicants take the ACCUPLACER Placement Test by contacting the Testing Office at (609) 343-5099 or (609) 463-3775. Students who provide proof of SAT scores of 540 or more for Critical Reading, 530 or more for Mathematics, or who provide an unofficial college transcript demonstrating successful completion of college-level English and mathematics, are exempt from taking the test. Transcripts should be sent to the Admissions Office.
- Continuing Education applicants take the Test of Adult Basic Education (TABE) by contacting the Testing Office at (609) 343-5099 or (609) 463-3775.
- Students whose native language is not English will be required to take the Oxford Online ESL Placement Test. Placement into the ESL program is based on the results of this exam. If, upon review of the ESL test, a student is declared exempt from the ESL program, the student must then take the ACCUPLACER English Placement Test. Exemptions for the Compass ESL Test include a minimum TOEFL result of IBT54, PBT480, CBT157 or a minimum SAT score of 540 in Critical Reading. Send TOEFL or SAT scores to the Testing Office. ESL test scores are valid for one year. Students who are absent from the college for a period of more than 12 months must retake the Compass ESL Test to re-evaluate students' skills.  
For more information, contact the ESL area coordinator at (609) 343-4881 or (609) 463-4774, ext. 4881.

## INSTRUCTIONS

Return the signed, completed application with your non-refundable \$35 application fee, if required, to any of Atlantic Cape's locations, or mail to Admissions Office, Atlantic Cape Community College, 5100 Black Horse Pike, Mays Landing, NJ 08330. Your application will be processed and you will receive information regarding registration. Select ONE program of study from the list below.

### CREDIT PROGRAM OF STUDY/MAJOR – (Select only one)

If you plan to transfer to a four-year institution, choose from an Associate in Arts (A.A.), Associate in Fine Arts (A.F.A.), or Associate in Science (A.S.) degree." If you want to prepare for a job at a technical or semiprofessional level after completing your program at Atlantic Cape, choose from the Associate in Applied Science (A.A.S.) degree offerings. The Professional Series offers selected courses in related subject areas that provide students with entry-level skills for specific jobs. Continuing Education career training programs offer short-term training to update or improve job skills.

#### ASSOCIATE IN FINE ARTS (A.F.A.)

Fine Arts Studies

#### ASSOCIATE IN ARTS (A.A.)

<input type="checkbox"/> Communication	<input type="checkbox"/> English Option	<input type="checkbox"/> Social Science Option
<input type="checkbox"/> Liberal Arts* (select as a major or choose an option)	<input type="checkbox"/> Performing Arts Option	<input type="checkbox"/> Sociology Option
<input type="checkbox"/> Child Development/Child Care Option	<input type="checkbox"/> Preschool – Grade 3 Option	<input type="checkbox"/> Studio Arts
<input type="checkbox"/> Elementary/Middle School Education Option	<input type="checkbox"/> Psychology Option	
	<input type="checkbox"/> Secondary Education Option	

#### ASSOCIATE IN SCIENCE (A.S.)

<input type="checkbox"/> Aviation Studies	<input type="checkbox"/> Criminal Justice	<input type="checkbox"/> Human Services
<input type="checkbox"/> Biology	<input type="checkbox"/> Engineering	<input type="checkbox"/> Mathematics
<input type="checkbox"/> Biomedical Science	<input type="checkbox"/> Environmental Science	<input type="checkbox"/> Paralegal Studies
<input type="checkbox"/> Business Administration	<input type="checkbox"/> General Studies*	<input type="checkbox"/> Professional Helicopter Pilot, <i>Aviation Studies Option</i>
<input type="checkbox"/> Chemistry	<input type="checkbox"/> Geographic Information Systems, <i>CIS Option</i>	<input type="checkbox"/> Professional Pilot, <i>Aviation Studies Option</i>
<input type="checkbox"/> Computer Information Systems	<input type="checkbox"/> Health Science	

\*Designed to accommodate students who are undecided about a career and wish to explore different fields.

#### ASSOCIATE IN APPLIED SCIENCE (A.A.S.)

<input type="checkbox"/> Air Traffic Control Terminal	<input type="checkbox"/> Culinary Arts	<input type="checkbox"/> Nursing
<input type="checkbox"/> Baking and Pastry	<input type="checkbox"/> Database Design and Development, <i>Comp. Prog. Option</i>	<input type="checkbox"/> Office Systems Technology
<input type="checkbox"/> Business Administration	<input type="checkbox"/> Food Service Management	<input type="checkbox"/> Paralegal Studies
<input type="checkbox"/> Computer Applications, <i>OST Option</i>	<input type="checkbox"/> Hospitality Management	<input type="checkbox"/> Radiologic Technology
<input type="checkbox"/> Computer Programming	<input type="checkbox"/> Media Studies	<input type="checkbox"/> Technical Studies
<input type="checkbox"/> Computer Systems Support		

#### CREDIT NON-DEGREE, PROGRAMS AND CERTIFICATES (Please note: Undeclared students are not eligible for financial aid. Consult with the Financial Aid Office to determine eligibility of certificate programs.)

<input type="checkbox"/> Undeclared	<input type="checkbox"/> Business Administration Certificate	<input type="checkbox"/> Culinary Arts I	<input type="checkbox"/> Human Services
<input type="checkbox"/> Baking and Pastry I	<input type="checkbox"/> Business Paraprofessional Management Certificate	<input type="checkbox"/> English as a Second Language	
		<input type="checkbox"/> Flight Instructor	

#### PROFESSIONAL SERIES

<input type="checkbox"/> Addiction Counseling Specialist	<input type="checkbox"/> Computerized Accounting Specialist	<input type="checkbox"/> Human Resources Professional	<input type="checkbox"/> Records & Information Management Specialist
<input type="checkbox"/> Baking/Pastry Specialization	<input type="checkbox"/> Entrepreneurial Professional	<input type="checkbox"/> Media Production Specialist	<input type="checkbox"/> Smartphone Programmer
<input type="checkbox"/> Business Leadership Professional	<input type="checkbox"/> Fine Arts Professional	<input type="checkbox"/> Microsoft Office Specialist	<input type="checkbox"/> Unmanned Aircraft Systems Specialist
<input type="checkbox"/> Catering Specialization	<input type="checkbox"/> Food Service Management Specialization	<input type="checkbox"/> Office Professional Specialist	<input type="checkbox"/> Web Design Professional
<input type="checkbox"/> Child Development Associate (CDA)	<input type="checkbox"/> Geographic Information Systems Office Specialist	<input type="checkbox"/> Oracle Database & GIS Specialist	<input type="checkbox"/> Windows Server Specialist
<input type="checkbox"/> Commercial Pilot	<input type="checkbox"/> Help Desk Specialist	<input type="checkbox"/> Oracle SQL Programming & Database Design Specialist	
<input type="checkbox"/> Computer Forensics Specialist	<input type="checkbox"/> Hot Food Specialization	<input type="checkbox"/> PC Specialist	
<input type="checkbox"/> Computer Security Specialist		<input type="checkbox"/> Project Management	
<input type="checkbox"/> Computer Technician Specialist			

#### CAREER TRAINING PROGRAMS (WORKFORCE DEVELOPMENT) (no application fee)

<input type="checkbox"/> A+ Certification	<input type="checkbox"/> Network Associate (CCNA)	<input type="checkbox"/> Gas Industry-Utility Locate Technician	<input type="checkbox"/> Solutions Associate (MCSA)
<input type="checkbox"/> Baking & Pastry Training Program	<input type="checkbox"/> Computer Technical Solution Series	<input type="checkbox"/> Inpatient Coding (In Hospital)	<input type="checkbox"/> Monitor Technician
<input type="checkbox"/> Business Technology Specialist	<input type="checkbox"/> Culinary Arts Training Program	<input type="checkbox"/> Medical Assistant - Daytime Option*	<input type="checkbox"/> Network+ Certification
<input type="checkbox"/> Central Service Technician	<input type="checkbox"/> EKG Technician	<input type="checkbox"/> Medical Assistant Evening Hybrid Option*	<input type="checkbox"/> Operating System Concepts
<input type="checkbox"/> Certified Home Health Aide	<input type="checkbox"/> Emergency Medical Technician Certification	<input type="checkbox"/> Microsoft Certified	<input type="checkbox"/> Patient Care Technician
<input type="checkbox"/> Certified Nurse Aide (CNA)	<input type="checkbox"/> Gas Industry-Operations Technician		<input type="checkbox"/> Phlebotomy Technician
<input type="checkbox"/> Cisco Certified			

\*Financial Aid may be available for eligible students

OFFICIAL USE ONLY

CK# \_\_\_\_\_

I hereby certify that the following information is 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, I understand that upon my enrollment, I will abide by the policies and regulations of the college. I am aware the application fee is non-refundable. I also certify that I reside permanently at the address given on this application in the County of \_\_\_\_\_

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

PERSONAL INFORMATION

Name: \_\_\_\_\_  
Last First Middle Jr., Sr., etc.

Address: \_\_\_\_\_  
Street Apt. #

City State ZIP County

Cell Phone # \_\_\_\_\_ Other Phone # \_\_\_\_\_

Email Address: \_\_\_\_\_

Would you like to receive important college information from Atlantic Cape via text message?  Yes  No

ADDITIONAL INFORMATION (for reporting purposes only)

Social Security Number\*: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Gender: \_\_\_ Male \_\_\_ Female Date of Birth: \_\_\_ / \_\_\_ / \_\_\_

Veteran: \_\_\_ Yes \_\_\_ No

Ethnicity: \_\_\_ Hispanic/Latino \_\_\_ Non-Hispanic/Latino \_\_\_ Decline to answer

Race: \_\_\_ American Indian/Alaskan Native \_\_\_ Asian \_\_\_ Black or African American  
\_\_\_ Hawaiian or Pacific Islander \_\_\_ White \_\_\_ Decline to answer

\*Your SSAN information will be used only for internal college purposes and will not be released, except in accordance with applicable law.

EMERGENCY CONTACT PERSON

Name: \_\_\_\_\_

Daytime Telephone Number: \_\_\_\_\_

APPLICATION INFORMATION

Term of entry: \_\_\_ FALL \_\_\_ \_\_\_ SPRING \_\_\_ \_\_\_ SUMMER \_\_\_ \_\_\_ CONTINUING EDUCATION  
(Check one) (year) (year) (year)

I am applying as a \_\_\_ Freshman Student \_\_\_ Transfer Student\*  
(Check one) \_\_\_ Visiting Student\*\* \_\_\_ Continuing Education Student  
\_\_\_ High School Admit (Attach letter of recommendation from high school guidance counselor)

Preferred Location (Check one): \_\_\_ Mays Landing Campus \_\_\_ Atlantic City Campus  
\_\_\_ Cape May County Campus \_\_\_ Online

\*To transfer courses into Atlantic Cape, list all colleges attended under Educational Data and have an official transcript sent from each college to the Admissions Office. You must also complete an official Evaluation Form in order to transfer any credits applicable to your program of study. You can view and print this form at [www.atlantic.edu](http://www.atlantic.edu) or request one from the Admissions Office. There is a \$25 fee to evaluate transfer credits.

\*\*Students from other colleges who wish to take a course or courses at Atlantic Cape are considered "Visiting Students" and should indicate their program of study as "Undeclared." They must submit an unofficial transcript as proof of completing college-level work and/or course prerequisites or submit placement test scores or a letter of permission from their home college. There is no evaluation fee for an unofficial transcript.

## REASON FOR ATTENDING

Why are you attending Atlantic Cape? (Check one)

- NJ STARS funding  
 To complete an Associate degree and transfer to a four-year college  
 To complete an Associate degree and seek employment  
 To complete a certificate or professional series of courses  
 To seek an additional degree  
 To develop or improve job skills  
 To take some Atlantic Cape courses and transfer to a four-year college  
 To take an Atlantic Cape course(s) for one semester while attending another college  
 For self improvement or intellectual growth  
 Other (please specify) \_\_\_\_\_

## CITIZENSHIP

US Citizen     Permanent Resident (Attach copy of residency card)     Visa holder (attach copy of visa)  
Country of Birth \_\_\_\_\_ Native Language \_\_\_\_\_  
Visa Type: \_\_\_\_\_ Visa holders must also complete the Supplemental Form for International Students.  
You can view and print this form at [www.atlantic.edu](http://www.atlantic.edu) or request one from the Admissions Office.

## EDUCATIONAL DATA HIGH SCHOOL/HOME SCHOOL/GED INFORMATION

High School: \_\_\_\_\_  
Address: \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
Start date: \_\_\_\_\_ MM/YYYY    End date: \_\_\_\_\_ MM/YYYY  
 Check here if you are a home-schooled student  
 Check here if you attended a non-US high school    Country: \_\_\_\_\_  
Date of graduation or anticipated date: \_\_\_\_\_  
Request final high school transcript to be sent to the Atlantic Cape Admissions Office  
If you did not complete high school, did you receive a General Equivalency Diploma (GED)?     Yes     No  
If "YES", please submit a copy of GED and test results to the Admissions Office.  
Date or anticipated date of GED completion: \_\_\_\_\_  
Are you at least 18 years of age?     Yes     No  
If "NO" contact the Admissions Office for information.  
NJ STARS eligible?     Yes     No  
Interested in the Honors Program?     Yes     No

## PROJECT SECOND CHANCE

Non-high school graduates have an opportunity to earn a state-issued high school diploma through Atlantic Cape's Project Second Chance. If you are at least 18 years of age and do not have a high school diploma or GED, you may be eligible to participate in this program. Contact the Career and Academic Planning Center for details, (609) 343-5630.  
Project Second Chance (PSC)     Yes    What grade did you complete? \_\_\_\_\_

## COLLEGES ATTENDED\*

College(s) attended: \_\_\_\_\_  
State: \_\_\_\_\_ Degree(s) awarded: \_\_\_\_\_  
Start date: \_\_\_\_\_ MM/YYYY    End date: \_\_\_\_\_ MM/YYYY  
College(s) attended: \_\_\_\_\_  
State: \_\_\_\_\_ Degree(s) awarded: \_\_\_\_\_  
Start date: \_\_\_\_\_ MM/YYYY    End date: \_\_\_\_\_ MM/YYYY  
 Check here if you attended a non-US college    Country: \_\_\_\_\_

\*attach additional pages if necessary

Revised August 2017