



APPLICATION FOR ADMISSION

This application is also available online at 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.
- 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." 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 the required deposit. Forms are available from the Admissions Office or at 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) 343-5608.

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 can meet the testing requirement by providing the appropriate minimum SAT, ACT, or PARCC scores, no more than four years old, to the Testing Office. Contact the Testing Office for minimum required scores. Students that previously attended college may be able to meet the testing requirement by submitting an unofficial college transcript demonstrating successful completion of college-level English and mathematics 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 Oxford ESL Test include a minimum TOEFL result of IBT54, PBT480, CBT157 or a minimum SAT, ACT, or PARCC score. Send TOEFL, SAT, ACT, or PARCC 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 Oxford ESL Test to re-evaluate students' skills. For more information, contact the ESL area coordinator.

INSTRUCTIONS

Return the signed, completed application 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.)

Communication
 Liberal Arts*
(select as a major or choose an option)
 Child Development/Child Care Option
 Elementary/Middle School Education Option

English Option
 Performing Arts Option
 Preschool – Grade 3 Option
 Psychology Option
 Secondary Education Option

Social Science Option
 Sociology Option
 Studio Arts

ASSOCIATE IN SCIENCE (A.S.)

Aviation Studies
 Biology
 Biomedical Science
 Business Administration
 Chemistry
 Computer Information Systems

Criminal Justice
 Engineering
 Environmental Science
 General Studies*
 Geographic Information Systems, CIS Option
 Health Science

Human Services
 Mathematics
 Paralegal Studies
 Professional Helicopter Pilot, Aviation Studies Option
 Professional Pilot, Aviation Studies Option

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

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

Air Traffic Control Terminal
 Baking and Pastry
 Business Administration
 Computer Applications, OST Option
 Computer Programming
 Computer Systems Support

Culinary Arts
 Database Design and Development,
Comp. Prog. Option
 Food Service Management
 Hospitality Management
 Media Studies

Nursing
 Office Systems Technology
 Paralegal Studies
 Radiologic Technology
 Technical Studies

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.)

Undeclared
 Baking and Pastry I

Business Administration Certificate
 Business Paraprofessional
Management Certificate

Culinary Arts I
 English as a Second Language
 Flight Instructor

Human Services

PROFESSIONAL SERIES

Addiction Counseling Specialist
 Baking/Pastry Specialization
 Business Leadership Professional
 Catering Specialization
 Child Development Associate (CDA)
 Commercial Pilot
 Computer Forensics Specialist
 Computer Security Specialist
 Computer Technician Specialist

Computerized Accounting Specialist
 Entrepreneurial Professional
 Fine Arts Professional
 Food Service
Management Specialization
 Geographic Information Systems
Office Specialist
 Help Desk Specialist
 Hot Food Specialization

Human Resources Professional
 Media Production Specialist
 Microsoft Office Specialist
 Office Professional Specialist
 Oracle Database & GIS Specialist
 Oracle SQL Programming
& Database Design Specialist
 PC Specialist
 Project Management

Records & Information Management
Specialist
 Smartphone Programmer
 Unmanned Aircraft Systems Specialist
 Web Design Professional
 Windows Server Specialist

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

A+ Certification
 Baking & Pastry Training Program
 Business Technology Specialist
 Central Service Technician
 Certified Home Health Aide
 Certified Nurse Aide (CNA)
 Cisco Certified

Network Associate (CCNA)
 Computer Technical Solution Series
 Culinary Arts Training Program
 EKG Technician
 Emergency Medical Technician
Certification
 Gas Industry-Operations Technician

Gas Industry-Utility
Locate Technician
 Inpatient Coding (In Hospital)
 Medical Assistant - Daytime Option*
 Medical Assistant
Evening Hybrid Option*
 Microsoft Certified

Solutions Associate (MCSA)
 Monitor Technician
 Network+ Certification
 Operating System Concepts
 Patient Care Technician
 Phlebotomy Technician

*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 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 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 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 March 2018