

Application for Enrollment

APPLICATION PROCEDURES

Complete the application and review the transcript requirements section below. If transcripts are required, submit them with your application to:

HARFORD COMMUNITY COLLEGE

Registration and Records Office

401 Thomas Run Road

Bel Air, Maryland 21015

443-412-2222 • 410-879-8920 ext. 2222 • Fax 443-412-2169 • www.harford.edu

TRANSCRIPT REQUIREMENTS

Official high school or GED transcripts are required if:

- you are applying for financial aid. Your academic goal must be an Associate Degree or Certificate.
- you are still enrolled in high school or you have graduated within the last three years and your academic goal is an Associate Degree or Certificate.

Official college transcripts are required if:

- you are applying for veteran's benefits. Your academic goal must be an Associate Degree or Certificate.
- you want your previous college credits evaluated for transfer to Harford Community College.
- you want to determine if you are exempt from the College's mathematics and English assessment requirements.

NON U.S. CITIZENS

Non U.S. Citizen: Harford Community College grants admission to students regardless of citizenship. To receive appropriate tuition rate students must submit documentation verifying their immigration status prior to the start of the semester. Non U.S. citizen applicants will be charged the out-of-state tuition rate until valid documentation is provided. Students without valid immigration status will be charged out-of-state tuition rate unless eligible for the MD Dream Act (SB 167). To determine what documentation is needed, students can check the Harford Community College website or call the Admissions Office at 443-412-2109.

STUDENTS UNDER AGE OF SIXTEEN

Contact the Coordinator for Admissions, 443-412-2379, for requirements and information.

DEFINITIONS FOR RACE

- **White:** A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- **Black or African American:** A person having origins in any of the black racial groups of Africa.
- **Asian:** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- **American Indian or Alaska Native:** A person having origins in any of the original peoples of North and South America, including Central America, and who maintains cultural identification through tribal affiliation or community attachment.
- **Native Hawaiian or Other Pacific Islander:** A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

RESIDENCY POLICY

A student residing within Maryland and/or Harford County must have maintained that residence for a period of not less than three months prior to the start of the semester in which enrolled. Questions regarding residency and tuition classifications should be referred to the Registration and Records Office at 443-412-2222.

ENROLLMENT

Once the College has received your application, an acceptance letter will be mailed to you along with details for assessment, program planning, and registration.

Harford Community College actively encourages the enrollment of all interested students, and supports the employment of all qualified persons, regardless of race, color, religion, sex, sexual orientation, national origin, age, disability or any other characteristics protected by law or policies and practices of Harford Community College. All applicants are accepted, although certain restrictions exist for applicants who are concurrently enrolled in high school, under 16 years old, are not U.S. citizens, or are deemed incapable of exhibiting and practicing professional student behavior. The College prohibits the enrollment of individuals listed on the National or Maryland Department of Public Safety and Correctional Services Sex Offender Registry or with the Harford County Child Advocacy Unit. Individuals with disabilities who request academic accommodations for courses must register with Disability Support Services and must provide a copy of current documentation of the disability. A minimum notice of four weeks may be needed to provide some accommodations. Appointments can be made and questions answered by calling Disability Support Services, 443-412-2402 or 443-412-2414.

Administrators, faculty and staff of HCC are committed to fully implementing enrollment as required by specific Acts of Congress and by federal and state regulations. Inquiries regarding compliance may be directed to the Office of Human Resources.

Application for Enrollment

(Required for Credit Courses Only)

Mail:
 Registration and Records Office
 HARFORD COMMUNITY COLLEGE
 401 Thomas Run Road
 Bel Air, MD 21015
Fax:
 443-412-2169

1. Legal Name <i>(as it appears on your Social Security Card)</i> <hr/> <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> <i>Last</i> <i>First</i> <i>Middle Name</i> </div>		2. SSN <hr/>																		
4. Address <hr/> <i>House/Apt.# and Street</i> <hr/> <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> <i>City</i> <i>State</i> <i>Zip</i> </div>		3. Previous Last Name <hr/>																		
5. County of Residence <hr/>	6. Primary Phone <input type="checkbox"/> Cell <input type="checkbox"/> Home <input type="checkbox"/> Business <hr/>	7. Other Phone <input type="checkbox"/> Cell <input type="checkbox"/> Home <input type="checkbox"/> Business <hr/>																		
8. Gender <input type="checkbox"/> Female <input type="checkbox"/> Male	9. Birth Date <hr style="width: 50%; margin: 0 auto;"/> <div style="display: flex; justify-content: space-around; width: 50%; margin: 0 auto; font-size: small;"> <i>Month</i> <i>Day</i> <i>Year</i> </div>	10. Citizenship <i>(check as appropriate)</i> <input type="checkbox"/> U.S. Citizen <input type="checkbox"/> Permanent Resident/Asylee/Refugee <i>(must bring in original card)</i> <input type="checkbox"/> Non U.S. Citizen <i>(must submit copy of immigration document)</i> <i>Visa Type</i> _____																		
11. Ethnicity Are you of Hispanic or Latino origin (a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race)? <input type="checkbox"/> Yes <input type="checkbox"/> No	12. Race Select one or more of the following categories <i>(see definitions)</i> . <input type="checkbox"/> White (01) <input type="checkbox"/> Black or African American (02) <input type="checkbox"/> Asian (03) <input type="checkbox"/> American Indian or Alaska Native (04) <input type="checkbox"/> Native Hawaiian or Other Pacific Islander (05)																			
13. In Case of Emergency, Contact: Name _____ Emergency Phone _____																				
14. High School or GED <i>(circle one)</i> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">210000 Aberdeen</td> <td style="width: 33%;">210998 Harford Christian</td> <td style="width: 33%;">210239 Patterson Mill</td> </tr> <tr> <td>210230 Bel Air</td> <td>210231 Harford Technical</td> <td>219100 Other MD High School*</td> </tr> <tr> <td>210234 C. Milton Wright</td> <td>210635 Havre de Grace</td> <td>219200 MD GED</td> </tr> <tr> <td>210497 Edgewood</td> <td>210233 John Carroll</td> <td>219300 Out of State/Country High School</td> </tr> <tr> <td>210523 Fallston</td> <td>210673 Joppatowne</td> <td>219400 Out of State GED</td> </tr> <tr> <td></td> <td>210865 North Harford</td> <td>219501 Home Schooled</td> </tr> </table> <p>* If other MD High School selected, specify school name: _____</p>		210000 Aberdeen	210998 Harford Christian	210239 Patterson Mill	210230 Bel Air	210231 Harford Technical	219100 Other MD High School*	210234 C. Milton Wright	210635 Havre de Grace	219200 MD GED	210497 Edgewood	210233 John Carroll	219300 Out of State/Country High School	210523 Fallston	210673 Joppatowne	219400 Out of State GED		210865 North Harford	219501 Home Schooled	15. Date or Expected Date of HS or GED Graduation <hr/> <div style="display: flex; justify-content: space-around; width: 80%; margin: 0 auto; font-size: small;"> <i>Month</i> <i>Year</i> </div>
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16. List Any Other College or University Attended Name of Institution Attended <i>(start with last institution attended)</i> State of Institution and Year Degree Earned <hr/> <hr/> <hr/>		17. Semester and Year to Begin HCC <input type="checkbox"/> Fall <input type="checkbox"/> Winter <input type="checkbox"/> Spring <input type="checkbox"/> Summer Year _____																		
18. Admit Type <i>(check one)</i> <input type="checkbox"/> New <i>(first time college student)</i> <input type="checkbox"/> Transfer to HCC from another college <input type="checkbox"/> Readmit <i>(previously enrolled at HCC but not in the past 2 years)</i> <i>Give approximate dates of attendance.</i> _____ <input type="checkbox"/> Attended Another College <i>(using HCC credits to transfer back to home college)</i>	19. Academic Program Goal <i>(check one)</i> <input type="checkbox"/> Associate Degree <i>(circle a code on reverse)</i> <input type="checkbox"/> Certificate <i>(circle a code on reverse)</i> <input type="checkbox"/> Undeclared – Only taking courses <i>(may not be selected by Financial Aid and VA recipients)</i> <input type="checkbox"/> Undeclared – Enrolled at another college																			

20. At the time you start HCC classes, will you be a: *(check one)*

High School Student High School Graduate College Graduate GED Recipient I do not hold a HS diploma or a GED.

21. Military Status

(if applicable, check one)

- Veteran
- Active Duty
- Military Dependent
- National Guard
- Reserve

22. How did you hear about HCC?

- Community Event
- High School Counselor
- College Fair
- HCC Visit to High School
- Newspaper
- Radio
- HCC Marquee
- Internet Search
- HCC Facebook
- Referral from Family or Friend
- Referral from HCC Employee
- Other _____

23. Parent Highest Education Level

Father/Guardian:

- Middle/Junior High
- High School
- Some College
- College Degree or Beyond
- Unknown

Mother/Guardian:

- Middle/Junior High
- High School
- Some College
- College Degree or Beyond
- Unknown

By applying to Harford Community College, I accept and agree to abide by the policies and regulations of HCC. I understand that violation of these regulations may subject me to penalties and sanctions. I certify that the information on this application form is accurate and complete. Failure to provide accurate information may be just cause for dismissal from the College.

STUDENT SIGNATURE _____

DATE _____

ASSOCIATE DEGREE AND CERTIFICATE PROGRAM CODES

GSU Undecided (AA)
(Still deciding on major/career plans)

AGRICULTURAL STUDIES

AGR Agricultural Business Management/
Business Administration (AAS)**

EQN Equine Business Management/
Business Administration (AAS)**

GCM Golf Course Management/
Business Administration (AAS)**

LND Landscape Management/
Business Administration (AAS)**

TGR Turfgrass Management/
Business Administration (AAS)**

BEHAVIORAL AND SOCIAL SCIENCES

CJUS Criminal Justice (AA)

LSCJ Criminal Justice–Legal Studies (AAS)

HIST History (AA)

LSPL Paralegal–Legal Studies (AAS)

PS Political Science (AA)

PSIR Political Science–
International Relations (AA)

PSY Psychology (AA)

SOCA Sociology–Anthropology (AA)

SOCL Sociology–General (AA)

SOCS Sociology–Social Work (AA)

LSPC Paralegal–Legal Studies Certificate

BUSINESS

ACCT Accounting (AAS)

BA Business Administration (AS)

BMAD Business Management–
Administrative Professions (AAS)

BMAB Business Management–
Agribusiness (AAS)

BMEN Business Management–
Entrepreneurship (AAS)

BMHR Business Management–
Human Resources (AAS)

BMMK Business Management–Marketing (AAS)

ACTC Accounting Certificate

BAC Business Administrator Certificate

BMPC Business Management–Administrative
Professions Certificate

BMGC Business Management–
Agribusiness Certificate

BMEC Business Management–
Entrepreneurship Certificate

BMHC Business Management–
Human Resources Certificate

BMMC Business Management–Marketing Certificate

CPAC CPA Exam Qualification Certificate

MOAC Medical Office Assistant Certificate**

COMPUTER AND INFORMATION TECHNOLOGY

CIS Computer Information Systems (AAS)

CSCI Computer Science (AS)

IAC Information Assurance and Cybersecurity (AAS)

IFSM Information Systems Management (AS)

CSPC Computer Information Systems
Programming Certificate

CSSC Computer Information Systems Software
Certificate

CUXC Computer Information Systems UNIX Certificate

IACC Information Assurance and Cybersecurity
Certificate

EDUCATIONAL STUDIES

ECE Early Childhood Education (AAS)

TECH Teacher Education Chemistry (AAT)

TECS Early Childhood Education/Early Childhood
Special Education (AAT)

TEES Elementary Education/Elementary
Special Education (AAT)

TEMH Teacher Education Mathematics (AAT)

TEPH Teacher Education Physics (AAT)

TES Teacher Education Secondary (AA)

TESN Teacher Education Secondary English (AAT)

TESS Teacher Education Secondary Spanish (AAT)

TSC Teacher Education Secondary Certificate

GENERAL STUDIES

GS General Studies (AA)
(Have decided on transfer/career plans)

TPSP Technical/Professional Studies (AAS)**

HUMANITIES

ENG English (AA)

PHIL Philosophy (AA)

NURSING AND ALLIED HEALTH

ELND Electroneurodiagnostic Technology (AAS)*

MAS Medical Assisting (AAS)*

NURP Nursing (AS)*

MASC Medical Assisting Certificate*

SCIENCE AND MATHEMATICS

BIO Biology (AS)

CHCB Chemistry–Calculus Based Physics (AS)

CHNC Chemistry–Noncalculus Based Physics (AS)

ENGR Engineering (AS)

ENV Environmental Science (AS)

ENVT Environmental Technology (AAS)

MATH Mathematics (AS)

PHYS Physics (AS)

SLT Science Laboratory Technology (AAS)*

BTEC Biotechnology Certificate

EVTC Environmental Technology Certificate

TECHNOLOGY

CADD Computer Aided Design and Drafting (AAS)

ENGT Engineering Tech (AAS)

CADC Computer Aided Design and
Drafting Certificate

VISUAL, PERFORMING AND APPLIED ARTS

ARTD Art and Design Digital Arts (AA)

ARTF Art and Design Fine Art (AA)

ARTG Art and Design Graphic Design (AA)

ARTP Art and Design Photography (AA)

ID Interior Design (AAS)

MCAD Mass Communications–
Advertising Sales Promotion (AAS)

MCB Mass Communications–Production/
Announcing in the Electronic Media (AAS)

MUS Music (AA)

THDP Theatre: Design/Production (AAS)

THP Theatre: Performance (AA)

ARPC Art and Design Photography Certificate

IDC Interior Decorating Certificate

MCAC Mass Communications–
Advertising Sales Promotion Certificate

MCBC Mass Communications–
Production/Announcing in the Electronic
Media Certificate

* Health Workforce Shortage Program

** Statewide Program