

# ✓ CHECKLIST FOR SUCCESSFUL ENROLLMENT

## COMPLETE THE APPLICATION FOR ADMISSION

### Review the Programs and Admissions Requirements chart.

Be sure that you meet admissions requirements for the program of your choice. If you do not, you will be admitted to an alternative program.

### Submit the \$55 non-refundable application fee with the Application Fee Payment Form.

The fee can be paid by check or money order (payable to Nassau Community College), or by credit card. Your application cannot be processed without submission of the \$55 fee.

## SUBMIT YOUR ACADEMIC RECORDS

**Freshmen:** Current high school seniors who have not yet graduated must provide a preliminary official transcript; all students, however, must submit a final high school transcript as proof of high school graduation by the first day of the semester.

**(Note:** the College reserves the right to request a final official high school transcript from all applicants for admission to the College.)

The college reserves the right to require from those educated outside the United States a third-party evaluation of previous academic records.

If you have SAT or ACT scores, submit them prior to taking our placement tests. They may waive you from some or all parts of the test. To have your test scores sent to Nassau Community College, please use our SAT College Code 2563 or ACT code 2825.

If you have taken any Advanced Placement (AP) or International Baccalaureate (IB) classes in high school and/or college classes, submit transcripts and scores to the Admissions Office. You may be eligible for college credit based on your scores or course grades.

**Transfer Students:** Submit official college transcripts from EACH institution attended. Unofficial transcripts cannot be accepted. If you have an associate in arts (AA), associate in science (AS) or an associate in applied science (AAS) degree or higher, your high school record is not needed (unless you are applying to an Allied Health Science Program or Mortuary Science); Students with an associate in occupational studies (AOS) must submit high school records. The College reserves the right to require from those educated outside the United States a third-party evaluation of previous academic records.

## MEET THE APPLICATION DEADLINE DATE

### The deadline date for most programs is August 13 for fall admission and January 8 for spring admission.

Some programs, however, have earlier deadlines, including Mortuary Science, Medical Laboratory Technician, Nursing (R.N.), Physical Therapist Assistant, Radiation Therapy Tech, Radiologic Technology, Respiratory Care, and Surgical Technology. Consult the Programs and Admissions Requirements chart.

## ACTIVATE YOUR MYNCC PORTAL ACCOUNT

When your application is received, the Admissions Office will mail your NCC ID (identification) number to you. Use your ID number to activate your portal account. MyNCC is your gateway to a variety of web-based applications, including your NCC STUDENT EMAIL and BANNER, the student information management system used to register for classes, pay your bill, track your academic progress and more. Go to [www.ncc.edu](http://www.ncc.edu).

Your NCC STUDENT EMAIL is our main communication vehicle with you once you are enrolled at NCC. Check it often. The email you provide on your admissions application will only be used through the application process.

## THE PLACEMENT TEST

Many students are required to take NCC's placement test. You will be notified through your personal email if you need to take one or more sections. Test results will determine your beginning levels in English, reading and/or math courses.

If your test results place you into remedial courses, these courses must be taken during your first semester and before you can take many college-level courses.

## PAY FOR COLLEGE

If you wish to apply for financial aid, complete the FAFSA (Free Application for Federal Student Aid) at [www.fafsa.gov](http://www.fafsa.gov). This is your first step in the financial aid process. Our school code for FAFSA is 002873.

## NEW YORK STATE HEALTH REQUIREMENTS

If you were born on or after 1/1/1957, submit proof of immunization against measles, mumps and rubella (MMR) and the New York State meningitis survey to the Office of Health Services. Go to [www.ncc.edu/healthservices](http://www.ncc.edu/healthservices). **Failure to provide the immunization documentation by the 30th day of the semester will result in your being dropped from classes with no tuition or fee refund.**

## ACADEMIC ADVISEMENT AND REGISTRATION

Accepted students will be notified through their personal email about academic advisement. Incoming students are strongly encouraged to meet with an academic advisor so that they register for the right classes. Use your MyNCC account to access your student records, register for classes, and pay your tuition bill.

## NEW STUDENT ORIENTATION

Be prepared to start your college career at NCC! Go to [www.ncc.edu/studentlife](http://www.ncc.edu/studentlife) and learn more about the New Student Orientation and other programs and resources for new students.



# WELCOME TO NASSAU COMMUNITY COLLEGE

Where Success Starts...and Continues

**This information is your guide to successful admission and enrollment. Please read each of the following sections carefully.**

- ✓ Introduction to the Application and Deadline Information
- ✓ Checklist for Successful Enrollment
- ✓ Instructions to Complete the Application
- ✓ Program and Admissions Requirements Chart
- ✓ Application for Admission
- ✓ Application Fee Payment Form

## WHO SHOULD USE THIS APPLICATION?

This application is for NEW degree-seeking students who plan to obtain a college degree. Students who apply with this application are often accepted as "matriculated" students.

There are several categories of NEW degree-seeking students:

**Freshman** – never attended college as a degree-seeking (matriculated) student before. (Applicants are considered freshmen even if they have completed college credit while in high school.)

**Transfer** – attended one or more colleges and/or post-secondary schools, regardless of courses/credits completed and status as degree or non-degree.

**Other** – Applicants for the 24-credit High School Equivalency (HSE) program (formerly known as the GED). Students without an official high school diploma may earn a high school equivalency (HSE) diploma through the completion of 24 defined college credits. Students are accepted in non-degree seeking status, and are not eligible for financial aid. Upon completion of the program, students are granted the HSE by the New York State Education Department and may continue their education as degree-seeking (matriculated) students, using the 24 completed credits as the foundation for most programs of study. Interested students are required to attend an information session prior to the application process. Contact [Admissions@ncc.edu](mailto:Admissions@ncc.edu) for more information.

## ADMISSION TO NASSAU COMMUNITY COLLEGE

All applicants who can demonstrate that they have (or will have) a recognized high school diploma are eligible for matriculated admission to Nassau Community College.

Your choice of program is a key factor in determining your admission status. Review the PROGRAMS AND ADMISSIONS REQUIREMENTS chart carefully to learn about requirements. Some programs of study have specific criteria that must be met prior to admission. In cases where pre-requisites are not met, new students are accepted into alternate programs at NCC, to give them the time and opportunity to complete requirements.

**Note:** There is no guarantee of admission to competitive programs (such as Nursing and Allied Health) for students who start in an alternate program. However, courses taken usually represent liberal arts and sciences that are the foundation for most programs at NCC and elsewhere. Academic advisors are available to provide guidance on alternate academic opportunities.

## PLANNING YOUR COLLEGE STUDIES

Whatever your academic interest, career goal, or timetable, Nassau Community College is a great place to start.

In addition to the many day and evening class offerings, we offer the following –

**Weekend College at NCC :** Busy students can take classes on Friday evenings and during daytime hours on Saturdays and Sundays. Learn more at [www.ncc.edu/weekendcollege](http://www.ncc.edu/weekendcollege), or call 516-572-7832, or email [weekendcollege@ncc.edu](mailto:weekendcollege@ncc.edu).

**Distance Education:** Select online, hybrid, or telecourse options to accommodate your schedule. Distance Education courses are comparable to those taught in a face-to-face environment at NCC. They are taught by NCC instructors, carry the same number of credits, can be applied to degree or elective requirements and are accepted for transfer. Visit [www.ncc.edu/online](http://www.ncc.edu/online), email [distance.ed@ncc.edu](mailto:distance.ed@ncc.edu) or call 516-572-7883 to learn more.

Do **NOT** use this application if you are in one of the following categories:

- A returning NCC student who now seeks re-admission after leaving NCC, who has not attended another college.
- A non-degree student who wishes to take courses for personal enrichment or professional growth
- An international student seeking an F-1 visa
- A visiting student (matriculated at another college but wanting to take classes at Nassau)

You may locate the appropriate application for admission at [www.ncc.edu/apply](http://www.ncc.edu/apply).

**Note:** Non-degree students are not eligible for state or federal financial grants and may be restricted from taking certain classes. Consult the online College catalog to learn about course pre-requisites.

# Nassau Community College

## APPLICATION FOR ADMISSION INSTRUCTIONS

Please read these instructions carefully. It is important that your application is completed with all necessary and correct information.

### Mail all documents to:

Office of Admissions, Nassau Community College  
One Education Drive, Garden City, NY 11530-6793.

## SECTION A - PERSONAL INFORMATION

**Semester For Which You Are Applying:** Indicate your starting semester-- Fall (which begins in early September) or Spring (which begins in late January). Information on admission to the summer and winter terms is available on the NCC website.

**Social Security Number:** Enter your United States of America Social Security Number (SSN). Your SSN is used to coordinate the collection of information for all your student records. Authority to collect the SSN is granted under Section 355 of the New York Education Law. Your response will be held confidential. Please double check the number for accuracy.

**Name and Address:** Provide your last, first and middle names and, if you have had previous names, report those last, first and middle names. Permanent Address: Enter your house number, street name, and apartment number (if applicable), city, state, zip code and the country in which you reside, if other than the U.S.A.

**State and County of Residence:** Indicate the number of years you have lived in NASSAU COUNTY and in NEW YORK STATE. Mailing Address: Enter only if you have a mailing address that is DIFFERENT from your permanent address.

**Telephone:** Enter your 10-digit home telephone and cell phone numbers.

**Gender:** Choose male or female.

**Date of Birth:** Report your date of birth by providing the month, day and year in mm/dd/yyyy format.

**Citizenship:** Report your United States of America citizenship status. If you are not a citizen of the U.S.A., report your country of citizenship and your country of birth. If you are in the U.S.A on a temporary visa, select the type of visa and provide proof of your status to the Office of Admissions. If you are applying for F-1 visa or J visa status, please refer to the Office of International Students on our website: [www.ncc.edu/admissions](http://www.ncc.edu/admissions). If you do not fit into any of these categories, check "Other" and list your status.

**Ethnicity\*:** If you are Hispanic/Latino, please report your ethnicity.

**Race\*:** Please report your race, including Hispanic/Latino.

**E-mail Address:** CLEARLY PRINT your e-mail address.

**Disciplinary Dismissal:** The State University of New York requires applicants to provide this information. If you answer "Yes," you must submit a Request for Admissions Review Committee form at least 30 days before the semester begins.

## SECTION B - EDUCATION INFORMATION

**Placement Test Accommodations:** If English is not your first language, and you would prefer to take the English as a Second Language Exam, please indicate this preference.

**NOTE:** Special testing accommodations are available for students with disabilities. Please contact the Center for Students with Disabilities at 516-572-7241 or visit [www.ncc.edu/campussservices/disabilities](http://www.ncc.edu/campussservices/disabilities).

**Program Choice:** Acceptance as a degree-seeking (matriculated) student requires you to be a high school graduate, defined as one who has received a diploma from a state-accredited secondary school or one who has received a high school equivalency diploma by passing the Test Assessing Secondary Completion (TASC), formerly known as the GED. Refer to the attached Programs & Admissions Requirements Chart. Enter the Program Code of the program you wish to pursue. Some programs have additional requirements which must be met. If you are not eligible for your program choice, you will be admitted to an alternate program which may prepare you to change your program in the future.

**Previous Educational Level Completed:** Report the extent of your previous education. Report dates in mm/dd/yyyy format. Check all that apply.

**High School:** Report the name of the high school from which you were or will be graduated. Report the state or, if outside the U.S.A., the country in which your high school is located. An official copy of your high school transcript must be submitted. Students who have completed an associate or higher degree do not have to submit high school records EXCEPT those defined below.

**NOTE:** Transfer students who have received an Associate of Occupational Studies degree and/or all students who are seeking admission to the Allied Health or Mortuary Science programs must also provide an official high school transcript to the Admissions Office.

**Colleges, Universities or Other Post-Secondary Schools Previously Attended:** If you have attended an institution of higher education, you must submit an official transcript from EACH institution to the Office of Admissions. Report the name, city and state of the institution, and its country if not in the U.S.A, your dates of attendance and, if appropriate, your date of graduation. Applications for transfer students will not be processed without receipt of official transcripts from each college or institution attended.

**Honors:** Students graduating from high school should have at least a 90 GPA, competitive SAT/ACT scores and mastery level achievement on multiple Regents Examinations.

**Joint Admissions or Affiliations:** If you are a first-time college student, or in some cases a transfer student with no more than 24 college credits, you may plan an entire four-year degree program at the time of application to Nassau Community College. Your name and address will be provided to the institution you select and they will contact you to help you plan appropriately. The colleges which participate are listed on the application. Please contact each institution, as they may have additional criteria and certain degrees which they will accept.

**Veterans, Service Members and Dependents:** Please report your date of separation as cited on your DD-214 form in mm/dd/yyyy format. If you are currently serving, report the date of your enlistment. Be sure to submit a copy of your DD- 214 or your military orders to the Office of the Registrar after you have registered for classes, in order to receive certification of your benefits.

### Educational Opportunity Program (EOP)

NCC is committed to providing educational support and resources for qualifying students. The Educational Opportunity Program (EOP) supports motivated students from New York state who, due to limited financial resources and inadequate academic preparation, have not had the same opportunity as others to achieve their academic potential. Our students demonstrate the ability to successfully complete a program of higher education if provided with additional support services designed to ensure their academic success. EOP students are enrolled in the same degree-granting programs as traditionally admitted students. Full-time NYS residents...should call (516) 572-0607 or (not for) email [EOP@ncc.edu](mailto:EOP@ncc.edu) for more information.

### EOP INCOME GUIDELINES 2020-21\*

| Household Size | Max. Annual Income* | Household Size | Max. Annual Income* |
|----------------|---------------------|----------------|---------------------|
| 1              | \$23,606            | 5              | \$56,758            |
| 2              | \$31,894            | 6              | \$65,046            |
| 3              | \$40,182            | 7              | \$73,334            |
| 4              | \$48,470            | 8              | \$81,662**          |

\*For families/households with more than 8 persons, add \$8,288 for each additional person. **INCOME GUIDELINES DO NOT APPLY IF:**

- The student's family is the recipient of Family Assistance or Safety Net payments through the New York State Office of Temporary and Disability Assistance; or through a county Department of Social Services; or Family Day Care payments through the New York State Office of Children and Family Assistance;
- The student is in foster care as established by the court;
- The student is a ward of the state or county.

**Admission into the Educational Opportunity Program is on a selection basis and is not guaranteed.**

**Freshmen and Transfer Application Deadline:** May 3, 2021

\*Information requested that is marked with an asterisk (\*) is voluntary and is used for statistical and reporting purposes only. Information will be kept confidential. Refusal to provide this information will not subject the applicant to any adverse treatment; nor will information be used in a discriminatory manner. Nassau Community College is a comprehensive, full opportunity College, open to all qualified applicants. Nassau Community College does not discriminate on the basis of race, religion, sex, sexual orientation, color, national origin, age, disability, marital status, physically challenged status or status as a disabled or Vietnam-era veteran in admissions, employment and treatment of students and employees.