Northern Essex Community College has an open admissions policy and accepts students on a first-come, first-served basis for most programs. To be admitted to a degree or certificate program, you must have earned a high school diploma or GED/HiSet, or other state approved equivalency credential. Some programs have special admission criteria and/or limited enrollment. Please check the college website at www.necc.mass.edu for details on these special programs.

Please print clearly

Social Security Number: / /  Male  Female

Date of Birth: / /  

Month  Day  Year

Full Name:  Any Previous Last Name(s):

Last  First  Middle

Mailing Address:  

Street  Apt #  City  State  Zip

Email Address  Primary Phone #:  Cell Phone #:

Demographic Information

Race/Ethnicity: Please answer both a. and b.
a. Ethnicity: Are you of Hispanic or Latino origin?  Yes  No

b. Race: Choose one or more from the list below.

- African-American/Black  - Asian  - American Indian/Alaskan Native  - Cape Verdean  - Native Hawaiian/Pacific Islander  - White/Caucasian

c. Did your parent(s) graduate from college with a bachelor’s degree?  Mother:  Yes  No  Father:  Yes  No

Citizenship Information

Are you a U.S. Citizen?  Yes  No

If No, are you a Permanent Resident (Green Card)?

- Yes – (Please submit a copy of both sides of Green Card) List alien registration number:

- No – Current Visa Type?:  (Please submit a copy)  Country of Birth

Country of Citizenship  Will you require a student (F-1) visa?  Yes  No  (If Yes, an I-20 application packet is available at the Behrakis One-Stop Student Center and the CPAC in Lawrence and must be submitted along with completed documentation at least 6 weeks prior to the date classes begin.)

High School Education

Will you have a high school diploma or your GED/HiSet before you begin classes?

- Yes - Year of Graduation or Year received GED/HiSet:  

- No - PLEASE SEE AN ENROLLMENT ADVISOR

High School Name:  City:  State:

Did you receive your GED/HiSet at NECC?  Yes  No

Did you register to become a Tech Prep student while in high school?  (If you are not sure please contact your high school guidance counselor.)  Yes  No

College Education

1. College Name:  City:  State:

Dates of Attendance:  Graduation Date:  Degree Received:

2. College Name:  City:  State:

Dates of Attendance:  Graduation Date:  Degree Received:

3. College Name:  City:  State:

Dates of Attendance:  Graduation Date:  Degree Received:

Affirmative Action and Equal Opportunity Policy: Northern Essex Community College is an affirmative action/equal opportunity college and does not discriminate on the basis of race, color, national origin, sex, disability, religion, age, veteran status, genetic information, gender identity or sexual orientation in its programs and activities as required by Title IX of the Educational Amendments of 1972, the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, Title VII of the Civil Rights Act of 1964, and other applicable statutes and college policies. The College prohibits sexual harassment, including sexual violence. Inquiries or complaints concerning discrimination, harassment, retaliation or sexual violence shall be referred to the College’s Affirmative Action and/or Title IX Coordinator, the Massachusetts Commission Against Discrimination, the Equal Employment Opportunities Commission or the United States Department of Education’s Office for Civil Rights.

All inquiries concerning application of the above should be directed to the College’s Affirmative Action/Section 504 Compliance Officer: Justine Caron, Interim Director of Human Resources, Section 504/ADA Compliance; Title IX; Affirmative Action; Northern Essex Community College, 100 Elliott Street, B-219, Haverhill, MA 01830; Phone: 978-556-3925; Email: mchatigny@necc.mass.edu

(application continued on next page)
Please print clearly

**Starting Semester**

Choose Only One:
- Fall/September: __________________________  [ ]
- Spring/January: _________________________  [ ]
- Summer: _______________________________  [ ]

**Student Type:**
- First Time (You never attended college before)
- Previous NECC Student (You attempted or received college credit from NECC before)
- Transfer Student (You previously attended another college and received college credit)

**Major Choice:**
_____________________________________________________________________________________________________________ 

All applicants must select a major. Please write exactly as shown on list of majors page.

- [ ] Check here if choosing an iHealth program option

**NEW:** All new and transfer students entering the college for the fall 2014 semester and later intending to graduate with an associate degree must meet the six Core Academic Skills. Please see an advisor for more information.

**Residency Information**

Choose one of the following:     [ ] Massachusetts Resident     [ ] New England Resident     [ ] Other

**Massachusetts Resident:**

In order to qualify for in-state tuition rates, you must have proof of Massachusetts residency. You are considered a Massachusetts resident if you have lived for at least six months in a Massachusetts verifiable place of residence, and intend to continue living in Massachusetts for the duration of your attendance in a public, state-funded college. I understand that if I present an in-state address I will be eligible for in-state tuition rates only if I am an American citizen, or a permanent United States resident living in Massachusetts for at least the last six months. All Massachusetts residents must also complete the enclosed Massachusetts Community College In-State Tuition Eligibility Form.

**New England Resident:**

In order to qualify for the New England resident tuition rates, you must have proof of residency in Connecticut, Maine, Vermont, New Hampshire or Rhode Island.

Note: International or foreign students are not eligible for Massachusetts or New England resident rates.

**Applicant Signature**

I certify that all the information submitted on this application is true.

Signature of Applicant: ___________________________ Date: ___________________________

Signature of Parent: ___________________________ Date: ___________________________

Only needed if Applicant is under 18 years of age

**For Office Use Only**

| Semester: ___________________________ | Degree Code: ___________________________ |
| Billing Code:          | Major Code: ___________________________ |
|                      | Decision Code: ___________________________ |
| Date Entered On: ___________________________ | Entered by: ___________________________ |

| Source: ___________________________ | Contact: ___________________________ | Staff: ___________________________ | Date: ___________________________ |

(application continued on next page)
MASSACHUSETTS COMMUNITY COLLEGES IN-STATE TUITION ELIGIBILITY FORM

This Information is Required for ALL Massachusetts Residents

Last Name __________________________________________ First Name __________________________________ MI ____________________________________

Street Address _____________________________________ City _________________________ State ________ Zip ______________________________________

SSN# or Student I.D. Number ______________________________________ Date of Birth __________________ Phone ____________________________________

Are you a U.S. Citizen? ________ Yes   ________ No

IF YOU ARE NOT A U.S. CITIZEN, PLEASE COMPLETE THE FOLLOWING:

Are you a Permanent Resident?_______Yes _______No (If yes, list alien registration number :____________________)

If you are not a U.S. Citizen or Permanent Resident, please state your Visa or immigration status in detail:  _______________________________________________
______________________________________________________________________________________________________________________________________

Please check the in-state or reduced tuition eligibility category that applies to you:

_____ I have been a Massachusetts resident for six (6) continuous months and intend to remain here.

_____ I have been a Massachusetts resident for LESS THAN six (6) continuous months.

Previous State: ___________________________________________________

As proof of my intent to remain in Massachusetts, I possess at least 2 of the following documents, which I shall present to the institution upon request. These documents* are dated within one (1) year of the start date of the academic semester for which I seek to enroll (except possibly for my high school diploma). The institution reserves the right to make any additional inquiries regarding the applicant's status and to require submission of any additional documentation it deems necessary.

Please check-off those documents you possess as proof of your intent to remain in Massachusetts.

_____ Valid driver's license  _____Utility bills*  _____Employment pay stub*

_____ Valid car registration  _____Voter registration*  _____State/Federal tax returns*

_____ Mass. high school diploma  _____Signed lease or rent receipt*  _____Military home of record*

_____ Record of parents' residency for unemancipated person*  _____Other ________________

_____ I am a member of the armed forces (or spouse or unemancipated child) on active duty in Massachusetts.

Certification of Information

I certify that this information is true and accurate. I understand that any misrepresentation, omission or incorrect information shall be cause for disciplinary action up to dismissal, with no right of appeal or to a tuition refund.

Applicant Signature: ______________________________________________________________________________________ Date  __________________________

Parent/Guardian Signature (Applicant is Under 18 Years Old): ____________________________________________________ Date  __________________________

FOR OFFICIAL USE ONLY – DO NOT WRITE IN THIS BOX

I have reviewed the above information in order to determine this individual's eligibility to receive the in-state tuition rate. Based on my review I have determined that this individual:

_____ IS eligible for the in-state tuition rate.

_____ IS NOT eligible for the in-state tuition rate.

I am unable to make a determination at this time. The following additional information has been requested from the applicant:

Authorized College Personnel: ___________________________________________ Date: _____________________________________


(application continued on next page)
### Financial Aid and FAFSA

**Intent to Apply for Financial Aid**

Northern Essex Community College awards millions of dollars in federal, state and institutional financial aid each year to eligible students. However, many students miss out because they do not realize they are eligible and do not complete the Free Application for Federal Student Aid (FAFSA). To apply for financial aid, students must complete the FAFSA at www.fafsa.ed.gov. Financial Aid can be used to pay for tuition, fees, books, transportation, and other educational expenses.

We strongly encourage you to complete the FAFSA. If you need help with your financial aid application or college financial planning, our Financial Aid Office has counselors who can assist you. For assistance, email us at aid@necc.mass.edu

Please select the option below that best describes your plans to complete a FAFSA. This information will have no impact on whether you are admitted to the college.

- I plan to apply (or have already applied) for federal, state and institutional financial aid and am prepared to complete (or have completed) the FAFSA at www.fafsa.gov.
- I plan to apply for federal, state and institutional financial aid, but I need help from the Financial Aid Office to complete the FAFSA.
- I do not plan to apply for federal, state or institutional financial aid at this time.

<table>
<thead>
<tr>
<th>Services for students with disabilities or who are Deaf or Hard of Hearing — please contact or visit:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• The Learning Accommodations Center: Behrakis One-Stop Student Services Center, SC-111, 978-556-3654, <a href="mailto:lacenter@necc.mass.edu">lacenter@necc.mass.edu</a></td>
</tr>
<tr>
<td>• Deaf and Hard of Hearing Services: Behrakis One-Stop Student Services Center, SC-110, 978-241-7045 (VP/Voice), <a href="mailto:deafservices@necc.mass.edu">deafservices@necc.mass.edu</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Veterans and Military Information — please check all that apply:</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓ Active Duty ✓ Active Reserve ✓ Inactive Reserve ✓ National Guard ✓ Veteran</td>
</tr>
<tr>
<td>✓ Dependent of Active Duty Military ✓ Dependent of National Guard or Reserve ✓ Dependent of Veteran</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Educational Rights and Privacy Act (FERPA)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Authorization to Release Information to a Third Party</strong></td>
</tr>
</tbody>
</table>

Specifically, FERPA prohibits an institution of higher education from releasing most student record information to any requesting third-party, absent the subject student’s prior written consent. Failure by the college to comply with FERPA may result in a violation of federal law and jeopardize the college’s federal funding. This form is a signed consent form by __________________________ (print student’s name) authorizing Northern Essex Community College to release your educational record information to __________________________ (print person or agency allowed to view records).

**Signature:** __________________________  **Date:** __________________________

<table>
<thead>
<tr>
<th>Interests — please check all that apply:</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓ Athletics (see below) ✓ Clubs &amp; Organizations ✓ Commonwealth Honors Program ✓ Dance ✓ Honors ✓ Leadership Opportunities</td>
</tr>
<tr>
<td>✓ MASS Transfer/Transfer Options ✓ Student Newspaper ✓ Study Abroad ✓ Theater ✓ Veteran’s Services</td>
</tr>
</tbody>
</table>

Are you interested in playing any of the following sports?

Men’s: ✓ Baseball ✓ Basketball ✓ Cross Country ✓ Outdoor Track & Field

Women’s: ✓ Cross Country ✓ Outdoor Track & Field ✓ Softball ✓ Volleyball

**Questions? Please call Behrakis One-Stop Enrollment Services: 978-556-3700.**
**Application Checklist**

- **Fill out your application for admission.** Complete your application and mail to Northern Essex Community College, Behrakis One-Stop Enrollment Services Center, 100 Elliott Street, Haverhill, MA 01830. You may also bring your completed application to the One-Stop Student Services Center in Haverhill or Lawrence.

- **High School Transcript** — Submit one of the following: your final high school transcript and/or high school diploma, GED/HiSet diploma and/or scores, or a transcript from an approved home school program.*

- **College Transcripts** — Submit official college transcripts from all colleges and universities you have attended to NECC.*

* Diplomas and transcripts from foreign countries must be evaluated for US equivalency by a recognized credential evaluation agency such as the Center for Educational Documentation (CED), www.cedevaluations.com.

**Financial Aid Information**

Financial aid is available to students enrolled in approved degree and certificate programs and who are making satisfactory academic progress (SAP). To apply for financial aid, complete the Free Application for Financial Aid online at www.fafsa.org, school code 002174. To review the SAP policy and other financial aid information, visit www.necc.mass.edu/financial-aid.

**Academic Skills Assessment**

The Massachusetts Board of Higher Education has mandated that basic skills tests are required for purposes of appropriate course placement for new students registering for credit courses to help ensure your academic success. Full or partial assessment waivers can be given upon evaluation of the following: official high school advanced placement exam score report, high school transcripts, official SAT score report and/or official college transcript(s). For our full assessment policy please visit our website at www.necc.mass.edu/academic/testing or call 978-556-3428.

**Learning Accommodations**

To receive accommodations for a documented disability during assessment testing and each academic semester, contact the Learning Accommodations Center in the Behrakis One Stop or call 978-556-3654. For information about services for Deaf and Hard of Hearing students call 978-241-7045 (VP/voice).

**Student Status**

- **Permanent Resident Status**
  
  All applicants having permanent resident status must submit a copy of both sides of their Alien Registration Card (Green Card).

- **International students**
  
  International applicants must complete an International Student Application Packet in order to be issued an I-20. The I-20 is then used to apply for a student visa (F-1).

**Student Insurance**

The Massachusetts Universal Health Insurance Law requires every student enrolled in nine (9) or more credits to have adequate medical insurance coverage. Students without health insurance will be charged health insurance fees.

**CORI/SORI — Criminal Offender Record Information and Sex Offender Registry Information Checks**

In order for a student to be eligible to participate in an academic, community or clinical program that involves potential unsupervised contact with children, the disabled, or the elderly, the student may be required to undergo a Criminal Offender Record Information (CORI) check and/or a Sex Offender Registry Information (SORI) check. Students found to have certain criminal convictions or pending criminal actions will be presumed ineligible to participate in such activities. The College is authorized by the Commonwealth’s Department of Criminal Justice Information Services, pursuant to Massachusetts General Laws, Chapter 6, Sections 167-178B, to access CORI records. Sex Offender checks shall be performed pursuant to Massachusetts General Laws, Chapter 6, Sections 178C-178P.

NH background checks as well as Certified Background checks may also be required. For more information regarding the College's CORI/SORI check process, please contact CORI coordinator at 978-556-3974.

**Immunization Requirement Form**

Within thirty days of registering for classes, students must show proof of immunizations. The immunization requirements apply to: All full-time students (12 credits or more), any student attending on a visa, and any part-time student enrolled in classes whose practicum requires immunizations. Once registered for classes, you will receive an email communication to your NECC email address. The Immunization Requirements form link will be included. You may also print the form by going to www.necc.mass.edu.
LIST OF MAJORS

PLEASE NOTE: The following Majors are subject to change. Please see www.necc.mass.edu for current information.

Art & Design
Associate Degree
- General Studies: Art

Business
Associate Degrees
- Accounting
- Business Management
- Business Management: Computer Applications Option
- Business Management: Healthcare Practice Management Option
- Business Transfer

Communication Arts
Associate Degrees
- General Studies: Dance Option
- General Studies: Music Option
- Liberal Arts: Journalism/Communication Option
- Liberal Arts: Theater Option

Certificates
- Dance Education Certificate
- Music Technology Certificate

Computer & Information Sciences
Associate Degrees
- Computer & Information Sciences: Applications Option
- Computer & Information Sciences: Computer Science Transfer Option
- Computer & Information Sciences: Information Technology Option

Certificates
- Computer Applications Certificate
- Computer Forensics Basic Certificate
- Computer Networking Certificate
- Computer Security Certificate
- Help Desk Certificate
- Information Technology Fluency Certificate
- Web Page Design & Development Certificate

Criminal Justice
Associate Degree
- Criminal Justice

Certificate
- Law Enforcement Certificate

Deaf Studies
Associate Degrees
- Deaf Studies* DF
- Deaf Studies: Interpreting Transfer* DF

Certificate
- Deaf Studies Certificate* DF

Education
Associate Degrees
- Early Childhood Education
- Elementary Education
- Liberal Arts: Middle/High School Teaching Option

General Studies
Associate Degrees
- General Studies: Art
- General Studies: Dance Option
- General Studies: Movement Science Option
- General Studies: Music Option

Health
Associate Degrees
- General Studies: Movement Science Option
- Nursing (ADN)* DF
  (Advanced Placement Option - LPN Bridge)* DF
- Paramedic (EMT-P) Technology Certificate* DF
- Radiologic Technology* DF
- Respiratory Care* DF

Certificates
- Computed Tomography Certificate*
- Dental Assisting Certificate* DF
- Medical Assistant Certificate: Day Option* DF
- Paramedic (EMT-P) Technology Certificate* DF
- Practical Nursing (PN) Certificate* DF
- Sleep Technologist Certificate*

iHealth
Complete most of your coursework online

Associate Degrees
- Business Management: Healthcare Practice Management
- General Studies: Health Specialization
- Health Information Technology
- Medical Laboratory Technology*
- Nursing (ADN) (Advanced Placement Option - LPN Bridge)* EF

Certificates
- Electronic Health Record Specialist Certificate
- Healthcare Technician Certificate
- Medical Assistant Certificate - Evening*
- Medical Billing Certificate
- Medical Coding Certificate
- Medical Office Assistant Certificate
- Ophthalmic Assistant Certificate

Human Services
Associate Degree
- Human Services* D

Certificates
- Alcohol/Drug Abuse Counseling Certificate* D
- Community Support Human Services Practitioner Certificate* D
- Direct Support Certificate* D

Liberal Arts
Associate Degrees
- Liberal Arts
- Liberal Arts: History Option
- Liberal Arts: Journalism/Communication Option
- Liberal Arts: Middle/High School Teaching Option
- Liberal Arts: Philosophy Option
- Liberal Arts: Physical Sciences Option
  (Chemistry/Physics Concentration)
  (Earth Science Concentration)
- Liberal Arts: Political Science Option
- Liberal Arts: Psychology Option
- Liberal Arts: Theater Option
- Liberal Arts: Writing Option

Science
Associate Degrees
- Biology
- Laboratory Science
  (Analytical Chemical Concentration)
  (Biotechnology Concentration)
  (Environmental Sciences Concentration)
- Liberal Arts: Physical Sciences Option
  (Chemistry/Physics Concentration)
  (Earth Science Concentration)

Technology & Engineering
Associate Degrees
- Engineering Science
  (Chemical Engineering Concentration)
  (Civil/Environmental Engineering Concentration)
  (Electrical/Computer Engineering Concentration)
  (Mechanical Engineering Concentration)
- Engineering Science Technology Option
  (Electronic Technology Concentration)
  (Mechanical Technology Concentration)

Certificates
- Computer Aided Drafting Certificate
- Electronic Equipment Technology Certificate

* Criteria-Based programs have special admission requirements and/or limited enrollment.

D = Day Acceptance Only  E = Evening Acceptance Only
F = Fall Semester Acceptance Only