

BHCC APPLICATION FOR ADMISSION

We are pleased that you are considering Bunker Hill Community College to further your education. This application and instruction sheet should give you the basic information you need for admission to BHCC. If you have additional questions, please contact the Admissions Office at 617-228-3398.

1. APPLY FOR ADMISSION

- Complete the application form and submit it to the Admissions Office located in the main lobby, 2nd floor, B-building. Some programs have a selective admissions process. Please contact the Admissions Office for further information.
- Submit a copy of your high school diploma, transcript if a graduation date is recorded on it, or GED. (Original documents may be requested. If documents are not in English, an official translation must be attached.)
- Pay a \$10 application fee for in-state residents or a \$35 application fee for out-of-state residents.
- If you are transferring from an accredited institution, submit official transcripts for evaluation of transfer credit.
- If you are an international student, contact the International Center at 617-228-2460 for an international student application.
- If you are claiming Massachusetts residency for tuition purposes, you must complete the enclosed application for Massachusetts in-state tuition rates and submit it along with the appropriate documentation, to the Admissions Office, B202.

2. TAKE COMPUTERIZED PLACEMENT TESTS

Take the Computerized Placement Tests (CPTs) in reading, mathematics and English. Drop by the Assessment Center in room B109 for walk in testing. If you have completed a mathematics or English course with a grade of C or higher at an accredited institution, you may be eligible for exemption from testing. Submit a copy of your transcript or grade report to the Admissions Office, B202.

3. MEET WITH AN ADVISOR

Visit the Advising Center, room B108 to meet with an advisor to register for classes. No appointment is necessary. After your initial registration, you will be assigned a faculty advisor or you may be assigned to the Advising Center for the duration of your studies at BHCC.

4. REGISTER FOR CLASSES

Bring your registration form to the Enrollment Services Center, 2nd floor main lobby, for data entry and to receive your class schedule.

5. DOCUMENT IMMUNIZATION

If you are registering full time or are in a health career program you must complete the immunization record form and return it to the Enrollment Services Center, 2nd floor main lobby, within 30 days of the date of registration.

6. PAY FOR YOUR CLASSES

You may pay by cash, check, money order, VISA, MasterCard, Discover or arrange a payment plan through the Student Payment Office.

7. OBTAIN YOUR BHCC IDENTIFICATION CARD

Bring a copy of your class schedule and a picture ID to the Library in room E330. Your picture will be taken and your BHCC ID will be available within 24 hours for pickup.

8. OBTAIN YOUR PARKING PERMIT

If you wish to park on campus you must purchase a BHCC parking permit valid for the entire semester. Refer to the Master Schedule, General Information section, for further information.

BHCC APPLICATION FORM

NAME: _____
Last First MI Former Name

Residence address: _____

City State Zip

Mailing address: _____

(if different from residence)

City State Zip

Telephone number: _____

Day Evening

E-MAIL ADDRESS: _____

GENDER: Female Male

Birth Date: ____/____/____
month/day/year

Social Security Number (optional)

BHCC IS COMMITTED TO AFFIRMATIVE ACTION GOALS AND WOULD APPRECIATE YOUR RESPONSE TO THE FOLLOWING. PLEASE CHOOSE ONLY ONE.

- AI-American Indian/Alaskan Native AP-Asian/Pacific Islander
 AD-Black/Non-Hispanic HL-Hispanic/Latino
 CV-Cape Verdean WH-White/Non-Hispanic

STATUS

- U.S. Citizen - (Attach Birth Certificate or Passport and 2 Proofs of Massachusetts Residency)
 Resident Alien - (Attach copy of Resident Alien Card and 2 Proofs of Massachusetts Residency)
 Non-Resident Alien
 Other (Please specify) _____

WHAT PROGRAM DO YOU PLAN TO STUDY AT BHCC?

_____ Select the code from the list. TERM: Fall Spring Year: 20

WHAT IS YOUR OVERALL GOAL AT BHCC?

- Earn a degree or certificate
 Acquire personal or job-related skills
 Transfer to 4-yr institution
 Enter workforce upon graduation

CURRENT STUDENT TYPE

- First time enrolling at any college for credit
 Transferring from another college or university
 Returning to BHCC from an absence

BHCC APPLICATION FORM

BHCC PARTICIPATES IN JOINT ADMISSIONS PROGRAMS WITH THE COMMONWEALTH'S STATE COLLEGES AND UNIVERSITIES, SUFFOLK UNIVERSITY AND FLORIDA A&M UNIVERSITY. PLEASE INDICATE YOUR INTEREST IN RECEIVING MORE INFORMATION ABOUT THE FOLLOWING PROGRAMS:

- Commonwealth of Massachusetts State Colleges and Universities
- Florida A&M University
- Suffolk University

IS ENGLISH YOUR FIRST LANGUAGE?

- Yes No

If no, what is your first language?

HIGH SCHOOL/GED INFORMATION

School/Agency: _____

City: _____

State: _____

CEEB code: _____

Graduation Date: _____

Tech prep student? Yes No

COLLEGE ATTENDED:

College Name: _____

City: _____

State: _____

College Name: _____

City: _____

State: _____

ARE YOU REQUESTING TRANSFER CREDIT?

- Yes No

If yes, please have all colleges listed above send official transcripts to BHCC's Admissions Office, B202, Charlestown Campus, 250 New Rutherford Avenue, Boston, MA 02129.

ARE YOU PLANNING TO APPLY FOR FINANCIAL AID? Yes No

Signature: _____

Date: _____

BHCC PROGRAM CODES

ASSOCIATE IN ARTS DEGREES

Biological Science	AA.BIOSC
Business Concentration	AA.BADMN
Chemical Science Concentration	AA.CHMSC
Communication Concentration	AA.COMMN
Computer Information Systems Concentration	AA.CPTIS
Computer Science Concentration	AA.CPTSC
Education Concentration	AA.EDUCN
English Concentration	AA.ENGSH
Fine Arts Concentration	AA.FNART
Foreign Language Concentration	AA.FLANG
General Concentration	AA.GENCN
History and Government Concentration	AA.HSTGV
Mathematics Concentration	AA.MATHM
Music Concentration	AA.MUSIC
Physics/Engineering Concentration	AA.PHYEG
Psychology Concentration	AA.PSYCH
Sociology Concentration	AA.SOCLG
Theatre Concentration	AA.THEAT

*World Studies Emphasis

Students enrolling in any AA degree program can earn World Studies Emphasis certification simultaneously.

ASSOCIATE IN SCIENCE DEGREES

Business Administration Program:

- Accounting Option AS.BAACT
- Finance Option AS.BAFIN
- International Business Option AS.BAINT
- Management Option AS.BAMGT

Computer Information Technology Program:

- Computer Science Transfer Option AS.CPSTP
- Computer Support Specialist Option AS.CPTSS
- Database Programming & Administration Option AS.CPDBP
- Network Technology & Administration Option AS.CPNET
- Web Development Option AS.CPWBD

Criminal Justice Program AS.CJUST

Culinary Arts Program AS.CULRT

Early Childhood Development Program AS.ECDEV

Electric Power Utility Program (NSTAR)* AS.EPUT

Fire Protection and Safety Program AS.FIRPS

Graphic Arts & Visual Communication Program AS.GRDGN

Hotel/Restaurant/Travel Management Program:

- Hotel/Restaurant Management Option AS.HTLRM
- Travel and Tourism Management Option AS.HTRTV

Human Services Program AS.HUMSV

Media Technology Program AS.METEC

Medical Imaging Program:

- Cardiac Sonography Option* AS.MICAR
- General Sonography Option* AS.MIULT
- Medical Radiography Option* AS.MIRAD
- Medical Radiography Part-time Eve. Option* AS.MIREV

Nursing Program:

- Nursing Day Option* AS.NRDAY
- Nursing Evening Option* AS.NREVE
- Nursing Weekend Option* (Fall only) AS.NRWK

Office Management Program:

- Administrative Information Management Option AS.OAEXC
- Medical Information Management Option AS.OAMED

CERTIFICATE PROGRAMS

Allied Health:

- Medical Assistant* CT.AHMDA
- Medical Lab Assistant* CT.AHMDL
- Patient Care Assistant* CT.AHPCA
- Phlebotomy Technician* CT.AHPHL

Business Administration:

- Accounting Information CT.BAINF
- e-Commerce Marketing Management CT.BAECM
- International Business CT.BAINT
- Paralegal CT.BAPLC

Computer Information Technology:

- Computer Support Specialist CT.CPTSS
- Database Programming & Administration CT.CPDBP
- Network Technology & Administration CT.CPNET
- Object Oriented Programming/Design CT.CPOOD

Criminal Justice Law Enforcement CT.CJLAW

Culinary Arts CT.CULRT

Early Childhood Development CT.ECDEV

Human Services Program CT.HUMSV

Medical Coding CT.MDCOD

Office & Information Management:

- Information Management Specialist CT.OAWPR
- Medical Information Management Assistant CT.OAMED

Surgical Technology:

- Central Processing (Sterile Processing and Distribution Management)* CT.SRPCP
- Surgical Technology* CT.SRGTC

Travel and Tourism Management CT.HTRTV

*Selective Program: requires certain prerequisites.