

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: ____/____/____ Social Security Number
 Single Married month/day/year

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 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 health 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. Contact the Assessment Center at 617-228-2468 or drop by room B109 to schedule an appointment. 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/Counseling Center, room B108 to meet with an advisor to register for classes. After your initial registration, you will be assigned a faculty advisor 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

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 to the Library in room E330. Your picture will be taken and your 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 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 Support Specialist Option AS.CPTSS
- Database Programming & Administration Option AS.CPDBP
- Network Technology & Administration Option AS.CPNET

Criminal Justice Program AS.CJUST

Culinary Arts Program AS.CULRT

Early Childhood Development Program AS.ECDEV

Electronic Technology (NSTAR) AS.ELECT

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
- Nuclear Medicine Option AS.MINUC

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

Pharmacy Technology Program XX.PHARM

CERTIFICATE PROGRAMS

Allied Health:

- Medical Assistant CT.AHMADA
- Medical Lab Assistant CT.AHMDL
- Patient Care Assistant CT.AHPCA
- Phlebotomy Technician CT.APHPL

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

In-State Tuition Information & Application

Bunker Hill Community College Application for Massachusetts In-State Tuition and Information

In-state tuition applies only to the following:

- 1)** U.S. Citizens **2)** Resident Aliens **3)** U.S. permanent residents with I-151, I-551, and I-551C forms **4)** Students who have an I-94 from the U.S. Immigration and Naturalization Service with one of the following designations stamped on the card: refugee; Cuban-Haitian entrant status pending; asylum granted; indefinite parole; or humanitarian parole **5)** International students with student visas who are married to U.S. citizens or permanent residents

Note: International students with student visas are not eligible for in-state tuition. Students who have petitioned for residency or asylum are not considered eligible for in-state tuition until they possess the documentation. There are no provisions for those in waiting.

For those students that meet the above requirements must submit their documentation along with two proofs of residency. **Students must show proof that they have lived in the state of Massachusetts for a period of six (6) months prior to the first day of class of the given semester.** Acceptable documents must have your name on them, your in-state address, and must be dated no later than one year prior to the first day of class of the semester in which you are applying. Note: Dependents must provide their parents' documentation and copies of their most recent tax return indicating student as a dependent.

Please print:

Date: _____/_____/_____

Fall Spring Summer

Social Security Number or Student I.D. Number

_____/_____/_____
Date of Birth

Last Name

First Name

MI

Address:

Street

Apartment/Suite #

City

State

Zip Code

I, _____, certify that I am a Massachusetts resident, have met the residency requirements, and have been residing in Massachusetts for a minimum of 6 months.

Applicant's Signature: _____ **Date:** _____

I, _____, certify that _____ is my dependent and I am a Massachusetts resident, have met the residency requirements, and have been residing in Massachusetts for a minimum of 6 months.

Parent's Signature: _____ **Date:** _____

Please indicate the document you are submitting as proof of residency requirements.

Residency Requirements:

- U.S. Citizen (students must submit birth certificate or U.S. passport)
- Resident Aliens (students must submit copy of resident alien card)
- U.S. permanent residents with I-151, I-551, and I-551C forms (students must submit INS documentation)
- Students who have an I-94 from the U.S. Immigration and Naturalization Service with one of the following designations stamped on the card: refugee; Cuban-Haitian entrant status pending; asylum granted; indefinite parole; or humanitarian parole (students must submit passport or INS documentation)
- International students with student visas who are married to U.S. citizens or permanent residents (students must submit visa documentation, marriage certificate, and proof of spouse's citizenship or resident alien status as indicated above)

In addition, please indicate 2 documents submitted for proof of residing in Massachusetts:

- Driver's license
- Car Registration
- Signed lease or rent receipt
- Local, state, or federal tax returns
- Letter from personnel office at your job on company stationery
- Voter Registration
- Utility bills (telephone, electric, cable, water, gas)
- Credit Card statement
- Bank statement
- Pay stub from your place of employment