

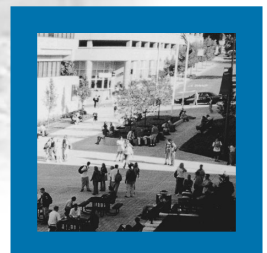
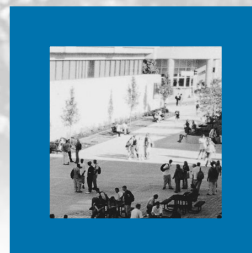
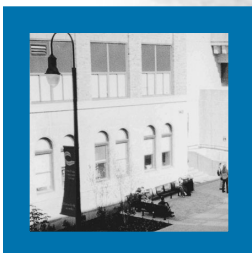
# ADMISSIONS APPLICATION



Office of Admissions  
616-234-4100

*Knowledge Works*

 Grand Rapids Community College





## MISSION & VISION

*Our mission is to provide the community with learning opportunities that enable people to achieve their goals.*

*Grand Rapids Community College is a vibrant institution of higher education dedicated to enriching people's lives and contributing to the vitality of the community.*

# Admissions Application

Thank you for your interest in Grand Rapids Community College.

Please complete the application for admission on page 4.

Please use this checklist to assure that you are submitting a complete application:

- I have filled out the application entirely.
- I have indicated my citizenship.
- I have included high school transcripts and ACT scores and/or official college transcripts.
- I have included a \$20 non-refundable application fee.
- I have signed and dated the application.
- Send completed application to address below.

**For more information call (616) 234-4100**

## #1 HIGH SCHOOL CODES

NAME	CODE	NAME	CODE	NAME	CODE	NAME	CODE
Allegan High School . . . . .	0014030	Foreign High School . . . . .	.FOREIGNHS	Holland Christian High School . . .	0014444	Plymouth Christian	
Allendale High School . . . . .	0014031	Forest Hills Central		Home Schooled . . . . .	.HOMESCH	High School . . . . .	0014389
Belding High School . . . . .	0014078	High School . . . . .	0014378	Hopkins High School . . . . .	0014456	Ravenna High School . . . . .	0014747
Byron Center High School . . . . .	0014127	Forest Hills Northern		Horizons High School . . . . .	0014921	Rockford High School . . . . .	0014763
Caledonia High School . . . . .	0014130	High School . . . . .	0014377	Hudsonville High School . . . . .	0014463	Rogers High School . . . . .	0014390
Calvin Christian High School . . .	0014397	Fremont High School . . . . .	0014343	Ionia High School . . . . .	0014474	Saranac High School . . . . .	0014808
Catholic Central High School . . .	0014370	Fruitport High School . . . . .	0014345	Jenison High School . . . . .	0014491	South Christian High School . . . .	0014392
Cedar Springs High School . . . . .	0014147	General Education Diploma . . . . .	.GED	Kelloggsville High School . . . . .	0014382	Sparta High School . . . . .	0014825
Central High School . . . . .	0014371	Godwin Heights High School . . .	0014379	Kenowa Hills High School . . . . .	0014383	Spring Lake High School . . . . .	0014826
City High School . . . . .	0014372	Grand Haven High School . . . . .	0014365	Kent City Community		Thornapple-Kellogg	
Community Education		Grand Rapids Baptist		High School . . . . .	0014503	High School . . . . .	0014590
Diploma . . . . .	.COMMED	High School . . . . .	0014380	Lakewood High School . . . . .	0014917	Tri-County High School . . . . .	0014459
Comstock Park High School . . . . .	0014178	Grand Rapids Christian		Lee High School . . . . .	0014385	Union High School . . . . .	0014394
Coopersville High School . . . . .	0014181	High School . . . . .	0014373	Lowell High School . . . . .	0014548	Unity Christian High School . . . .	0014464
Covenant Christian		Grandville High School . . . . .	0014398	Newaygo High School . . . . .	0014643	Wayland High School . . . . .	0014897
High School . . . . .	0014879	Grant High School . . . . .	0014399	Northview High School . . . . .	0014387	Westbridge Academy . . . . .	0014368
Creston High School . . . . .	0014374	Greenville High School . . . . .	0014404	Other Michigan		West Catholic High School . . . . .	0014395
East Grand Rapids High School . . .	0014375	Hamilton High School . . . . .	0014412	High School . . . . .	.OTHMIHS	West Ottawa High School . . . . .	0014449
East Kentwood High School . . . . .	0014384	Holland High School . . . . .	0014447	Ottawa Hills High School . . . . .	0014388	Wyoming Park High School . . . . .	0014396
				Out of State High School . . . . .	.OTHERHS	Zeeland High School . . . . .	0014927

## #2 SCHOOL DISTRICT RESIDENCY CODES

Byron Center . . . . .	BC	Grand Rapids . . . . .	GR	Rockford . . . . .	RF
Caledonia . . . . .	CA	Grandville . . . . .	GV	Sparta . . . . .	SP
Cedar Springs . . . . .	CS	Kelloggsville . . . . .	KV	Thornapple-Kellogg . . . . .	TK
Comstock Park . . . . .	CP	Kenowa Hills . . . . .	KH	Wyoming . . . . .	WY
East Grand Rapids . . . . .	EG	Kent City . . . . .	KC		
Forest Hills . . . . .	FH	Kentwood . . . . .	KW	Out of District Resident . . . . .	IS
Godfrey Lee . . . . .	GL	Lowell . . . . .	LW	Out of State Resident . . . . .	OS
Godwin Heights . . . . .	GH	Northview . . . . .	NV		

**Mail the application on page 4 and \$20 NON-REFUNDABLE fee to:**

**Admissions Office  
Grand Rapids Community College  
143 Bostwick Avenue NE  
Grand Rapids, MI 49503-3295**

# #3 ACADEMIC PLAN (CURRICULUM CODES)

Alphabetical order - Please select your plan from those listed below. You may change your plan whenever your educational goals change.

## GRCC DEGREE/CERTIFICATE SEEKING AND/OR TRANSFER

### CATEGORY 1

If you plan to receive a degree or certificate, or transfer to a four year institution, please select from this category the academic plan that best describes your educational goal. All programs listed in this category are Associate Degree Programs unless noted.

## OCCUPATIONAL EDUCATION

Accounting	128
Air Conditioning, Refrigeration & Heating, Cert	924
Air Conditioning, Refrigeration & Heating Technology	912
Architectural Drafting Technology	925
Automotive Servicing, Cert	921
Automotive Technology	922
Baking and Pastry, Cert	156
Business Administration	102
Chemical Technology	651
Child Development	120
Computer Applications, Cert	108
Computer Applications Technology	109
Computer Electronics	938
Computer Information Systems	105
Corrections	152
Culinary Arts	151
Culinary Management	155
Data Entry Operations, Cert	141
Electronic Publishing, Cert	142
Electronics Servicing, Cert	926
Electronics Technology	906
Executive Office Administration	112
Fashion Merchandising	121
Industrial Maintenance Technology	985
Industrial Technology, Cert	919
Interior Decorating & Design	122
Landscape Management	652
Landscape Management, Cert	652
Law Enforcement	808
Legal Office Administration	119
Legal Office Assistant, Cert	139
MCCVLC-Network Specialist, Cert	148
Management & Supervision	127
Marketing	125
Marketing, Cert	116
Mechanical Drafting/CAD, Cert	928
Mechanical Drafting/CAD Technology	904
Medical Office Administration	118
Medical Office Assistant, Cert	138
MultiMedia Communication Technologies	145
Office Assistant Studies, Cert	117
Paint Finishing and Powder Coating, Cert	980
Plastics Manufacturing Technology	935
Plastics Manufacturing Technology, Cert	945
Quality Science	939
Quality Science, Cert	940
Recording Technology	212
Technology Option	900
Tooling and Manufacturing, Cert	920
Tooling and Manufacturing Technology	908
Unix System Administration, Cert	143
Unspecified Occupational Education	008
Water Purification Technology	650
Welding, Cert	931
Welding Technology	932
Youth Services	153

CERT = Certificate      TRF = Transfer  
 FSU = Ferris          WMU = Western  
 TECH = Technology

## HEALTH

Advanced Standing Nursing (Must have PN degree or certificate to apply)	329
Associate Degree Nursing (RN)	321
Dental Assisting	322
Dental Hygiene	324
Occupational Therapy Assisting	328
Practical Nursing	323
Practical Nursing, Part Time (Days Only)	354
Radiologic Technology	325

## TRANSFER

Architecture, Trf	901
Art, Trf	201
Biology, Trf	501
Business Administration, Trf	101
Chemical Technology	651
Chemistry, Trf	701
Child Development, Trf	120
Computer Science, Trf	712
Criminal Justice Trf	807
Crop/Soil Science Trf	520
Distributive Education, Trf	106
Economics, Trf	802
Engineering, Trf	702
Engineering Technology, WMU, Trf	799
English, Trf	401
Environmental Science, Trf	519
Foreign Language, Trf	202
Forestry, Trf	503
Geology, Trf	710
History, Trf	805
Journalism, Trf	402
Kettering University-Engineering, Trf	780
Kettering University-Management, Trf	781
Library Science, Trf	403
Mathematics, Trf	704
Medical Technology, Trf	507
Mortuary Science, Trf	509
MultiMedia Communications Technology, Trf	145
Music Education Choral, Trf	207
Music Education Instrumental, Trf	206
Music Merchandising, Trf	211
Music Perf Instrumental, Trf	208
Music Perf Piano/Organ, Trf	210
Music Perf Voice, Trf	209
Natural Resources, Trf	510
Nursing (Pre-BSN), Trf (Note: This is not GRCC's Nursing Program)	511
Occupational Therapy, Trf	513
Oceanography, Trf	711
Pharmacy, Trf	512
Photography, Trf	927
Physical Education, Trf	602
Physical Therapy, Trf	514
Physics, Trf	705
Plastics Engineering Technology, FSU Trf	798
Political Science, Trf	810
Pre-Dentistry, Trf	515
Pre-Law, Trf	811
Pre-Medicine, Trf	516
Pre-Optometry, Trf	521
Pre-Veterinary Medicine, Trf	518
Psychology, Trf	812
Social Work, Trf	813
Sociology, Trf	814
Speech, Trf	404
Teach Elementary Education, Trf	804
Teach Secondary Ed	803
Teach Secondary Ed Industrial, Trf	917
Theatre, Trf	430
Transfer, Other	007
Water Purification Technology, Trf	650

## PERSONAL INTEREST

### CATEGORY 2

If you are primarily interested in learning new information and NOT intending to graduate or transfer to another college at this time, please select from this category the academic plan that best describes your educational goal.

**Please Note:** Students in Categories 2 and 3 are NOT eligible for financial aid.

Art, Non-Degree	837
Career Exploration	849
Language Arts, Non-Degree	841
Life Science, Non-Degree	829
Mathematics, Non-Degree	831
Music, Non-Degree	838
Physical Education, Non-Degree	842
Physical Science, Non-Degree	830
Photography, Non-Degree	840
Personal Interest, General	850
Social Science, Non-Degree	843
Theatre, Non-Degree	839

## NON-DEGREE SEEKING OCCUPATIONAL/APPRENTICESHIP CATEGORY 3

If you are primarily interested in learning a new occupational skill or upgrading your occupational skills and do NOT intend to complete a degree or transfer to another college, please select from this category the academic plan that best describes your educational or training goal.

**Please Note:** Students in Categories 2 and 3 are NOT eligible for financial aid.

Business, Non-Program Major	821
Child Development, Non-Program Major	820
Computer Applications, Non-Program Major	822
Drafting, Non-Program Major	832
Electrical, Non-Program Major	835
Fashion Merch/Inter/Furn, Non-Program Major	828
Health Related, Non-Program Major	846
Hospitality Education, Non-Program Major	826
Tooling & Manufacturing, Non-Program Major	833
Law Enforcement, Non-Program Major	824
Transportation, Non-Program Major	836

## APPRENTICESHIP

*NOTE: Apprenticeship students must contact the Technology Division at (616) 234-3660 for information and registration.*

## GUEST STUDENT

### CATEGORY 4

If you are currently enrolled at another Michigan college or university and wish to take courses at GRCC to transfer back to your primary college, please select this academic plan. Students should complete Part I of the Michigan Uniform Undergraduate Guest Application (available at their current institution or from the GRCC Admissions Office). Students should ask the Registrar at their current college to complete Part II and to forward it to GRCC's Admissions Office.

Guest Student, Non-GRCC Degree	848
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# Admissions Application

Thank you for your interest in Grand Rapids Community College. Please complete this application for admission. All degree-seeking students must provide official high school and/or college transcripts. A \$20 non-refundable application fee is charged. Please refer to pages 2 and 3 of this application for codes and/or descriptions needed to complete this form.

(For office use only) ID# [ ] Receipt Number [ ]  Check  Money Order  Cash

PLEASE PRINT CLEARLY

Mr.  Mrs.  Ms. Name [ ] / [ ] / [ ] (Last) (First) (Middle Initial)

Social Security Number [ ] / [ ] / [ ] Gender  Female  Male

Date of Birth (00/00/00) [ ] / [ ] / [ ] (Required) Is English your primary language?  Yes  No

Are you a U.S. citizen?  Yes  No (If no, indicate your current status in the U.S.) (See Citizenship Definitions on Page 5):  Permanent Resident  Refugee  Political Asylee  H-1/H-4 Worker/Dependent  B-1/B-2 Tourist/Visitor  Other (Specify) [ ]

Predominant Ethnic Background (This is not used in the Admission process. Used for reporting purposes only.):  American Indian/Alaskan Native  African American  Asian/Oriental  Hispanic  White/Non-Hispanic  Certified American Indian/Alaskan Native (tribal card)

Maiden/Previous Name [ ] (For office use only)

Home Address [ ] (Street) [ ] (Apt. #) [ ] (City) [ ] (State) [ ] (Zip)

Mailing Address (Only if different) [ ] (Street) [ ] (Apt. #) [ ] (City) [ ] (State) [ ] (Zip)

I have lived at my home address (above) since (00/00) [ ] / [ ] (Month/Year) School District Residency Code [ ] (Available on Page 2, #2)

Previous Address [ ] County of Residence [ ]

Phone [ ] / [ ] / [ ] E-mail address [ ]

I plan to begin taking classes: Term  Fall 200  Winter 200  Summer 200 High School Code/GED [ ] (Available on Page 2, #1)

Program  Degree Seeking/Transfer  Guest (See Category 4, on Page 3)  Personal Interest/Non-Degree Name of High School [ ]

Academic Plan [ ] (Available on Page 3, #3) Date of Graduation (00/00) [ ] / [ ] (Month/Year) Colleges Attended [ ]

I certify that the information on this application form is true and correct, and I realize that giving misinformation may lead to disciplinary action.

Signature (Required) [ ] Date [ ]

The following information is optional and confidential and will be used to assist with your educational program and the College's marketing research. Have you participated in any music groups? (MUS)  Yes  No Have you participated in any theater/drama groups? (DRA)  Yes  No Have you ever been involved in a volunteer or leadership experience? (COM)  Yes  No A. Did either of your parents complete a four-year degree program?  Yes  No B. What is your primary reason for attending GRCC? (Mark one) 1  To prepare for a future job 2  To improve skills needed in present job 3  To explore courses that will help in making a career decision or change 4  To complete course work for transfer to another school 5  To remedy or review basic educational or vocational skills 6  For personal interest or self-development 7  Other C. What is your goal? (Mark one) 1  Associate degree only 2  Certificate only 3  Apprenticeship 4  Certificate and associate degree 5  Taking certain courses only 6  Earn credit to transfer to four-year college 7  Undecided D. How did you become interested in GRCC? (Mark all that apply) 1  Advertising (Newspaper) 2  College literature/publications 3  Apprenticeship 4  Family 5  Friends 6  GRCC Student (former) 7  GRCC Student (current) 8  High School Counselor/Teacher 9  GRCC Staff person E. What influenced your decision to attend GRCC? (Mark all that apply) 1  Cost 2  Location 3  Class Size 4  Reputation 5  Programs 6  Financial Aid F. Do you work?  Yes  No

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# Admissions Information

Admission to Grand Rapids Community College is open to all high school graduates or those who have satisfactorily completed the General Education Development (GED) Test. Other individuals who have the proper background, experience and intellectual capacity to benefit from college level classes may be admitted to certificate programs or single courses. The process for admission is as follows:

## **Applicants seeking degrees or certificates, or seeking to transfer to another college without earning degrees or certificates:**

1. Obtain an application for admission from the website [www.grcc.edu](http://www.grcc.edu), your high school counseling office, or the Grand Rapids Community College Admissions Office.
2. Submit a completed application form to the Office of Admissions, Grand Rapids Community College, 143 Bostwick Avenue NE, Grand Rapids, MI 49503-3295.
3. Include, with the application, a one-time \$20 **non-refundable** application fee.
4. Request an official high school transcript (college transcript if transfer student) be sent to the Admissions Office. The high school transcript will be retained at GRCC for one year.
5. In order to receive financial aid, a student must be in a degree or certificate seeking academic plan (curriculum).

## **Applicants not seeking degrees, not seeking to transfer, or desiring to take classes for personal interest:**

1. Submit a completed application form to the Admissions Office at the time of registration.
2. Pay a one-time \$20 **non-refundable** application fee upon billing.

## **Application Deadlines:**

1. Applicants are advised to apply as early as possible before the semester they plan to attend.
2. Applications are processed as they are received, but students are admitted for the fall, winter, or summer sessions.
3. Degree-seeking students must submit their completed applications by 12 noon the Friday before classes begin.

## Assessment & Placement

### ***Newly admitted degree-seeking applicants will attend academic orientation sessions prior to selecting classes.***

A student who enters Grand Rapids Community College intending to earn a degree or certificate will be required to take the ACCUPLACER assessment unless his/her grade point average is equal to or greater than a 2.0 AND his/her ACT composite score is a 16 or above.

Some students admitted to GRCC may be required to enroll in the Academic Foundations Program (AFP). This program is designed to assist students who need to improve writing, reading, computation, science, and study skills. Courses in the Academic Foundations Program include English 097 and 098, Reading 097 and 098, Mathematics 003, and Psychology 101. During academic orientation, the student will be advised whether or not to register for AFP classes.

The College reserves the right to require students to take specific courses based on the results of the ACCUPLACER.

Home schooled students, General Education Development (GED) Test recipients and students holding a community education diploma are required to take the placement test.

The requirement to take the placement test may be waived for students who have successfully completed English 101 or Business 101 and Mathematics 104 or the equivalent of these courses.

## Early College Students

Early College admissions is available to students from any area high school who can benefit from enrolling in college credit courses to meet educational needs that cannot be accommodated by the local high school. Students must be in grades 11 or 12, must have parent's signature, the recommendation and signature of the counselor and/or principal from the base high school, must be pursuing a high school diploma, and must be enrolled full-time at their base school. Please see Early College application, available on-line at [www.grcc.edu](http://www.grcc.edu) or at the GRCC Admissions Office, for more information.

## Guest Students

If you are currently enrolled at another Michigan college or university and wish to take courses at GRCC to transfer back to your primary college, please select this academic plan. Students should complete Part I of the Michigan Uniform Undergraduate Guest Application (available at their current institution or from the GRCC Admissions Office). Students should ask the Registrar at their current college to complete Part II and to forward it to GRCC's Admissions Office.

## Citizenship Definitions

**Citizen:** A person who, either through birth or naturalization, has full rights, privileges and protection of living in the United States.

**Permanent Alien/Permanent Resident:** A person accorded the benefit of being able to reside in the U.S. on a permanent basis. Such a person is awarded many, but not all, of the rights and privileges that a citizen possesses.

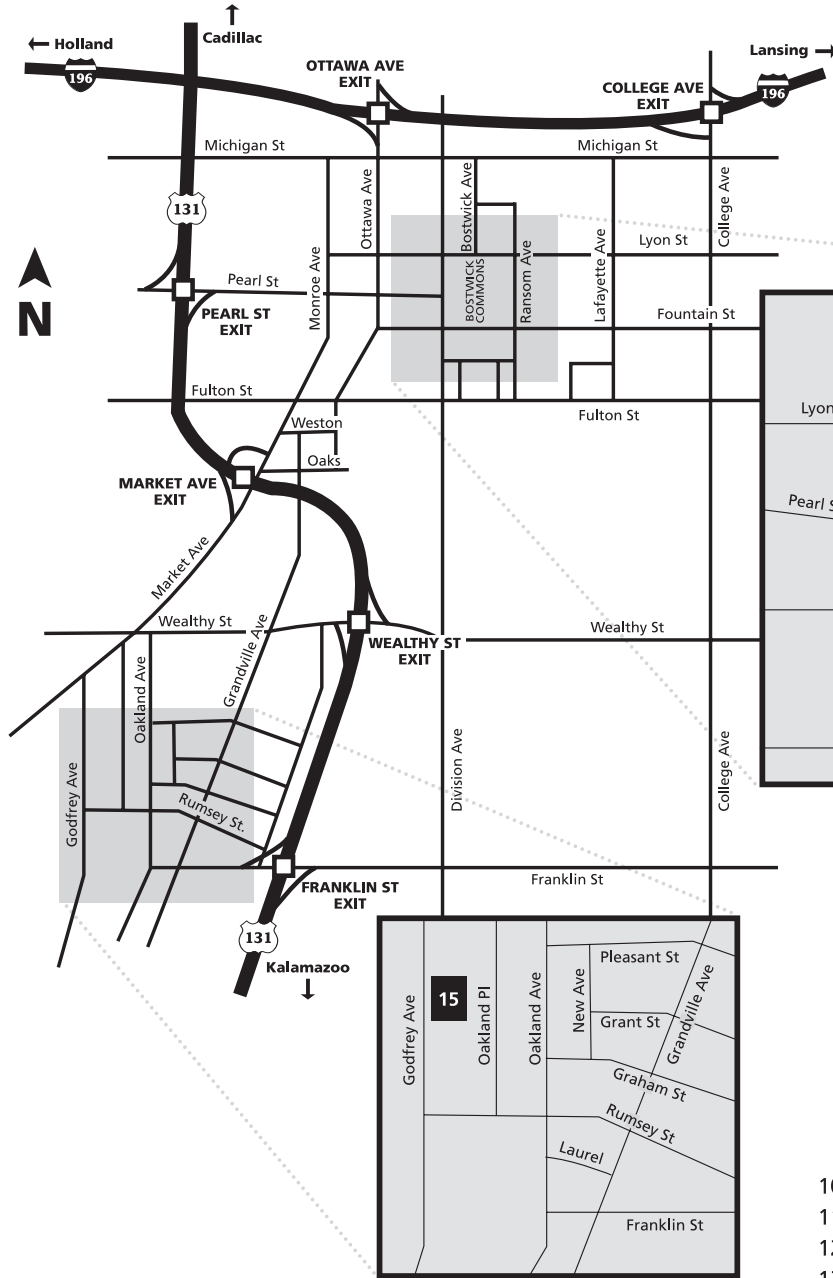
**Temporary Alien:** Any person not a citizen or national of the United States, including temporary workers and visitors.

**Asylee/Refugee:** A person who is eligible for, or is granted U.S. residency, based on fear of persecution in his or her home country due to race, religion, nationality, political opinion or membership to a particular group.

## International Students

International students must complete an [International Student Admissions Application](#) available on the website [www.grcc.edu](http://www.grcc.edu), or at the Admissions Office, (616) 234-4100. After requirements have been met, an I-20 will be issued so the student may apply to Immigration and Naturalization for student status.

# GRCC Downtown Campus Map



1. College Park Plaza
2. Lyon Parking Ramp  
★ Student/Visitor Parking
3. North Building
4. Main Building
5. Calkins Science Center
6. Gerald R. Ford Fieldhouse
7. Student Community Center
8. Bostwick Parking Ramp  
★ Student/Visitor Parking
9. Music Center
10. Learning Center
11. Applied Technology Center
12. Spectrum Theater
13. McCabe-Marlowe House
14. Preschool  
(First United Methodist Church)
15. The Leslie E. Tassell M-TEC<sup>SM</sup>

\* For locations of independently accessible building entrances, please call (616) 234-4140.



Grand Rapids Community College  
Admissions Office  
143 Bostwick Avenue NE  
Grand Rapids, Michigan 49503

Grand Rapids Community College is an equal opportunity institution and does not discriminate on the basis of gender, race, color, national origin, religion, height, weight, age, marital status, disability, sexual orientation, status as a disabled veteran or Vietnam Era veteran and/or any other legally protected class not heretofore mentioned, in any of its educational programs and activities, including admissions and employment.

The above measures, in conjunction with other related state laws and the College's policies and procedures, will assure all individuals opportunity for consideration or redress of complaints of illegal discrimination. Affirmative Action, Equal Employment Opportunity, and Americans with Disabilities Act information may be obtained from the Director of Labor Relations & EEO/AA, 404A CPP, 143 Bostwick Avenue NE, Grand Rapids, Michigan 49503-3295. Telephone (616) 234-3453.