



## ***Welcome to McLennan Community College!***

*We think you'll find that MCC will fit your educational needs perfectly. You'll find the faculty and staff at MCC friendly and helpful. This admissions packet will help you get started. If you have any questions, call the Information Center at (254) 299-8MCC (8622).*

## **Admission Checklist for Students New to MCC**

Be sure to start the admission process as early as possible and keep this checklist with you as you are advised and register.



Complete and submit an application for admission to the Office of Student Admissions, McLennan Community College, 1400 College Drive, Waco, Texas 76708.



If you are a first-time college student, provide an official high school transcript or General Educational Development (GED) scores to the Office of Student Admissions. If you are a transfer student, provide official transcripts from all colleges attended to the Office of Student Admissions.



Take the THEA Test or the Accuplacer. Pick up an official THEA Test Registration Bulletin from the Office of Student Admissions or the Testing Services Center. Call (254) 299-8473 for more information regarding testing.



Attend MCC Connections. This is a required orientation where you will meet with an advisor and get ready to register for classes.



Pick up a credit class schedule and review instructions for class registration using the WebAdvisor system. Class schedules are available prior to the start of a new semester and list registration dates.

For questions or assistance, call an admissions specialist at (254) 299-8MCC (8622).

If you need financial assistance, contact the Office of Financial Aid at (254) 299-8698. Students who need tuition assistance should submit an application for financial aid. Check the Financial Aid brochure for specific application deadlines for each semester.

The Family Education Rights and Privacy Act (FERPA) allows MCC to release directory information (name, address, dates of attendance, degrees received, etc.) to the general public without the written consent of the student. Students may request that all directory information be withheld from the public by completing a "Withhold Information" form at the Office of Student Admissions or the Office of Student Records during the first 12 class days of a fall or spring semester or the first four class days of a summer term. A detailed policy in compliance with this law is published in the *Highlander Guide*, the student handbook.

**McLennan  
Community  
College**



1400 College Drive • Waco, Texas 76708

**(254) 299-8MCC • [www.mclennan.edu](http://www.mclennan.edu)**

*McLennan Community College does not discriminate on the basis of gender, disability, race, creed or religion, color, age, or national origin.*

# MCC's Academic Programs

Academic programs and major fields of study available at MCC are listed below. Choose the one that best identifies your area of interest and fill in the blanks on the Application for Admission where major field of study and academic program are indicated. If you are undecided about your academic program or are not seeking a certificate or degree from MCC, choose one of the options listed under Other Academic Programs.

Academic Program	Academic Program Code	Academic Program	Academic Program Code
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## Transfer Education

General Academic – Associate of Arts .....	AA
General Academic – Associate of Science .....	AS
Teaching, Early Childhood – Associate of Arts .....	AAT.EC
Teaching, Generalist – Associate of Arts .....	AAT.GEN
<b>Associate of Arts with Field of Study in:</b>	
Business .....	AA.BUSI.FOS
Criminal Justice .....	AA.CJ.FOS
Music .....	AA.MUSIC.FOS
Speech Communications .....	AA.SPCHCOM.FOS
<b>Associate of Science with Field of Study in:</b>	
Computer Science .....	AS.CS.FOS
Engineering .....	AS.ENGR.FOS
<b>Associate of Arts/Science with special interest in:</b>	
Agriculture .....	AS.AGRICULTURE
Theatre .....	AA.THEATRE
Visual Arts .....	AA.VISUAL.ARTS

## Workforce Education

### Allied Health & Nursing Division

Pre-Associate Degree Nursing – AAS .....	PRE.ADN.AAS
Pre-Electroneurodiagnostics & Polysomnography Technology – AAS .....	PRE.END/PSG.AAS
Pre-Medical Laboratory Technician – AAS .....	PRE.MLT.AAS
Pre-Physical Therapist Assistant – AAS .....	PRE.PTA.AAS
Pre-Radiologic Technology – AAS .....	PRE.RT.AAS
Pre-Respiratory Care Technology – AAS .....	PRE.RCT.AAS
Pre-Surgical Technology – CERT .....	PRE.SRGT.CERT
Pre-Vocational Nursing – CERT .....	PRE.LVN.CERT

### Business Division

<b>Business</b>	
Accounting – AAS .....	ACCT.AAS
Accounting – CERT .....	ACCT.CERT
Business Management – AAS .....	MGT/BUSI.AAS
Business Management – CERT .....	MB.CERT
Entrepreneurship – CERT .....	ENTREPREN.CERT
General Business – AAS .....	GB.AAS
Marketing – AAS .....	MGT.MARKETING.AAS
Marketing – CERT .....	MGT.MARKETING.CERT
Real Estate – AAS .....	RE.AAS
Real Estate – CERT .....	RE.CERT
Real Estate – Licensure – CERT .....	RE.LICENSURE.CERT

### Computer Information Systems

CIS/Application Development – AAS .....	CIS.AD.AAS
CIS/Application Development – CERT .....	CIS.AD.CERT
CIS/CISCO Network Administration – CERT .....	CIS.CISCO.CERT
CIS/Information Systems & Applications – AAS .....	CIS.ISA.AAS
CIS/Information Systems & Applications – CERT .....	CIS.ISA.CERT
CIS/Internet Webmaster – CERT .....	CIS.INTWEBMSTR.CERT
CIS/Media Communications – AAS .....	CIS.MEDCOMM.AAS
CIS/Media Communications – CERT .....	CIS.MEDCOMM.CERT
CIS/MS Windows Network Admin. – CERT .....	CIS.MSWINNA.CERT
CIS/Network Administration – AAS .....	CIS.NETADM.AAS
CIS/Novell Networking – CERT .....	CIS.NOVELL.CERT
CIS/Web Design – CERT .....	CIS.WEBDESIGN.CERT

### Health Information Technology

Pre-Health Information Tech. – AAS .....	PRE.HITE.AAS
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### Office Technology Careers

Administrative Assistant – AAS .....	OFAD.AA.AAS
Coding Specialist – CERT .....	HITE.CODE.SPEC.CERT
Computer Applications – AAS .....	OFAD.CA.AAS
Computer Applications – CERT .....	OFAD.CA.CERT
Computer Applications Software Specialist – CERT .....	OFAD.CASASPEC.CERT
Digital Publishing Technology – AAS .....	OFAD.DPT.AAS
Digital Publishing Technology – CERT .....	OFAD.DPT.CERT
Medical Office Assistant – AAS .....	OFAD.MS.AAS
Medical Secretary Technology – CERT .....	OFAD.MS.CERT
Medical Transcription – CERT .....	HSCI.MT.CERT
Medical Unit Secretary – CERT .....	OFAD.MUS.CERT
Office Assistant Technology – CERT .....	OFAD.ATECH.CERT

Secretarial Technology – CERT .....	OFAD.SECTECH.CERT
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### Paralegal

Paralegal – AAS .....	LA.AAS
Paralegal – CERT .....	LA.CERT

## Emergency Services Education Division

### Criminal Justice

Corrections – AAS .....	CJ.CORREC.AAS
Corrections – CERT .....	CJ.CORREC.CERT
Law Enforcement – AAS .....	CJ.LE.AAS
Law Enforcement – CERT .....	CJ.LE.CERT
Pre-Forensic Science – CERT .....	PRE.CJFS.CERT

### Fire Academy

Fire Academy – CERT .....	FIRE.ACAD.CERT
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### Paramedicine

Paramedicine – CERT .....	PARAMED.CERT.LVL1
Paramedicine/Advanced – AAS .....	PARAMEDICINE.ADV.AAS
Paramedicine/Management – AAS .....	PARAMEDICINE.MGT.AAS

## Human Services & Education Division

### Child Development

Child Development – AAS .....	CD.CD.AAS
Child Development – CERT .....	CD.CD.CERT
Child Development, Administration – CERT .....	CD.ADM.CERT

### Cosmetology

Cosmetology – CERT .....	COSMETOLOGY.CERT
Cosmetology Aesthetician – CERT .....	COSMETOLOGY.ES.CERT
Cosmetology Instructor – CERT .....	COSMETOLOGY.INS.CERT

### Interpreter Training

Interpreter Training – AAS .....	IT.AAS
Studies in Deafness – CERT .....	IT.DEAF.CERT

### Long Term Care Administration

Long Term Care Administration/Assisted Living Facility – CERT .....	LTCA.ALF.CERT
Long Term Care Administration/Nursing Facility Administration – CERT .....	LTCA.NFA.CERT

### Mental Health

Mental Health – AAS .....	MH.MH.AAS
Mental Health Aide – CERT .....	MH.MH.CERT
Substance Abuse & Addiction – AAS .....	MH.SA.AAS
Substance Abuse & Addiction – CERT .....	MH.SA.CERT
TCADA Counselor Intern Education – CERT .....	MH.TCADA.CERT
Youth Counseling – AAS .....	MH.YC.AAS
Youth Counseling – CERT .....	MH.YC.CERT

## Visual & Performing Arts Division

### Commercial Music

Commercial Music, Audio Technology – AAS .....	CM-AUDIO
Commercial Music, Audio Technology– Sound Reinforcement – CERT .....	CM.AUDIO.SOUND.CERT
Commercial Music, Management – AAS .....	CM.MGT.AAS
Commercial Music, Performance – AAS .....	CM-PERFORMANCE
Commercial Music, Performance – CERT .....	CM.PERFORMANCE.CERT
Commercial Music, Songwriting – AAS .....	CM-SONGWRITING.AAS
Commercial Music, Songwriting – CERT .....	CM.SONGWRITING.CERT
Commercial Music, Venue & Talent Mgmt. – AAS .....	CM.V&T.MGT.AAS
Commercial Music, Venue & Talent Mgmt. – CERT .....	CM.V&T.MGT.CERT

## Workforce Development

Pre-Veterinary Technology – AAS .....	PRE.VET.TECH.AAS
Veterinarian Assistant Certificate / Small Animal Track .....	VET.SA.CERT
Veterinarian Assistant Certificate / Large Animal Track .....	VET.LA.CERT

## Other Academic Programs

Dual Credit for High School students .....	CON.ENR
Early Admission for High School students .....	EARLY.ADM
Transient Student – Non Degree Seeker .....	NON.DEGREE.A&S

# Application for Admission

**INSTRUCTIONS:** Please print clearly in ink and be sure to answer each question.

All documents submitted to the College to meet admission and residency requirements become part of the official files and cannot be returned.

Have you ever attended MCC?  No  Yes Dates of Attendance \_\_\_\_\_

Name: \_\_\_\_\_  
Last name First name Middle initial

Other name(s) used on documents (Example: maiden name): \_\_\_\_\_

Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Gender:  Male  Female Date of birth: \_\_\_\_\_

Physical address:

\_\_\_\_\_  
House number Street, route, apartment number (NO P.O. Box) E-mail address

\_\_\_\_\_  
City County State Zip (Area code) Home phone number (Area code) Work phone number (Area code) Cell phone number

Mailing address:  Same as physical address

\_\_\_\_\_  
House number Street, route, P.O. Box number Apartment number

\_\_\_\_\_  
City County State Zip (Area code) Telephone number

Permanent address:  Same as physical address

\_\_\_\_\_  
House number Street, route, P.O. Box number Apartment number

\_\_\_\_\_  
City County State Zip (Area code) Telephone number

Name of person to contact in case of emergency: \_\_\_\_\_  
(Area code) Telephone number

Have either of your parents received a college degree?  No  Yes  I don't know

Ethnicity & Race

Are you Hispanic or Latino? (a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race)  Yes  No

Please select the racial category or categories with which you most closely identify. Check as many as apply.

- White  Black or African American  Native Hawaiian or other Pacific Islander  
 Asian  American Indian or Alaskan Native

Have you taken the THEA Test or an approved alternative (Accuplacer, Compass, or Asset)?  No  Yes If yes, date: \_\_\_\_\_

- I am exempt from the THEA, based on  ACT  SAT  TAAS/TAKS  Other:  
(Proof of THEA exemption must be received prior to registration.)

Academic Program: \_\_\_\_\_ Academic Program Code: \_\_\_\_\_

Educational objective:  Associate in Applied Science  Associate in Arts/Science  Certificate  Bachelor of Arts  Bachelor of Science  Master's Degree  
 Doctorate  Improve job skills  Marketable skills record  Personal enrichment  Undecided

Are you receiving veteran's benefits?  No  Yes If yes, indicate type:  Veteran  Veteran's dependent

Will you also be enrolled in high school during the semester for which you are applying to McLennan Community College?  Yes  No

Academic term you plan to begin enrollment:  Fall  Spring  Summer I  Summer II Enrollment year: \_\_\_\_\_

Seeking admission as:  Early Admissions for High School students  Dual Credit for High School students  High school graduate  GED Test completed  
 College transfer  College graduate  No High School diploma or GED

Are you on suspension from the last school or college you attended?  Academic  Disciplinary  Not applicable

Date of high school graduation or GED completion: Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

High school attended \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

List all colleges or universities in which you have been officially enrolled:

<small>College/University</small>	<small>City, State</small>	<small>Last year of attendance</small>	<small>Semester hours completed/Degree earned</small>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

NOTE: An official transcript that includes grades from the last semester in attendance is required from all institutions previously attended.

My signature below indicates that I understand I must meet all admission requirements and that I agree to provide the Office of Student Admissions with official transcripts or official GED scores within 12 days following the beginning of a Fall or Spring semester or within 4 days following the beginning of a summer term. If I do not provide official transcripts or GED test scores within the allotted amount of time following the beginning of a semester, I give MCC permission to request and obtain my official transcripts or GED test scores. I understand that I will be charged \$20 for each transcript or test score report requested. I understand that it is my responsibility to ensure that MCC receives official transcripts and GED scores within the time frame described above.

\_\_\_\_\_  
Signature Social Security Number Date

# Residency Information

Texas law requires state-supported colleges and universities to collect documentary evidence of a student's Texas residency prior to enrollment. All applicants are required to answer the questions below. If you have attended school or resided out-of-state, additional proof of residency may be required, and the Office of Student Admissions reserves the right to determine the validity of documents submitted. Military personnel/dependents must submit proof of military assignment in Texas at each enrollment. Students who are not U.S. citizens must provide proof of immigration status.

1. Are you a U.S. citizen?  Yes  No  
If not a citizen, do you hold permanent residence status for the U.S.?  Yes  No  
Date permanent resident card issued \_\_\_\_\_ Number \_\_\_\_\_
2. Are you a Texas resident?  Yes  No  
If **yes**, please complete items 3-6 and read and sign the Oath of Residency below.  
If **no**, skip items 3-6 and read and sign the Oath of Residency below.
3. Upon whom are you basing your claim of residence status?  Self  Parent  Legal guardian  
If legal guardian, guardianship papers must be provided. (If you are 17 years or younger or a dependent of your parent or legal guardian for federal tax purposes, you must complete item 5.)
4. If your claim of residence status is based upon self, answer the following questions:
  - A. How long have you resided in Texas? \_\_\_\_\_ year(s) and \_\_\_\_\_ month(s)
  - B. Previous state or country of residence? \_\_\_\_\_ Date moved to Texas: \_\_\_\_\_
  - C. If you came here within the past five years, why did you move to Texas?  Education  Employment  Military  Other
5. If your claim of residence status is based upon parent or legal guardian, please answer the following questions:
  - A. Name of person upon whom claim is based: \_\_\_\_\_
  - B. Relationship to you:  Parent  Legal guardian
  - C. How long has this person resided in Texas? \_\_\_\_\_ year(s) and \_\_\_\_\_ month(s)
  - D. Previous state or country of residence: \_\_\_\_\_
  - E. If this person came here within the past five years, why did this person move to Texas?  Education  Employment  Military  Other
  - F. Is this person a U.S. citizen?  Yes  No  
If not a citizen, do they hold permanent residence status for the U.S.?  Yes  No  
Date permanent resident card issued \_\_\_\_\_ Number \_\_\_\_\_
  - G. Has parent or legal guardian claimed you as a dependent for U.S. federal income tax purposes for the tax year preceding your registration?  
 Yes  No
  - H. Will this person claim you for the current tax year?  Yes  No
6. Driver's license information: \_\_\_\_\_  
*State* *Driver's license number* *Expiration date* *License plate number*

## Oath of Residency

I understand that information submitted herein will be relied upon by college officials to determine my status for admission and residency eligibility. I authorize the College to verify the information I have provided, to obtain my THEA scores if necessary and to request relevant information from other agencies concerning my enrollment. I agree to notify the proper officials of the institution of any changes in the information provided. I certify that the information on this application is complete and correct and understand that the submission of false information is grounds for rejection of my application, withdrawal of any offer of acceptance, cancellation of enrollment, or appropriate disciplinary action. I also understand that my records may be used in compiling reports for state agencies, the federal government, and accrediting bodies and in conducting research for program planning, management, and evaluation. My signature below indicates my consent to the statistical use of my records.

\_\_\_\_\_  
*Signature* *Social Security Number* *Date*

## ➡ Medical Information

My signature below indicates that I have read the information on bacterial meningitis.

\_\_\_\_\_  
*Signature* *Date*

# Information about Bacterial Meningitis

## IMPORTANT

- ✓ Read this section.
- ✓ Sign the application form where you see the arrow (➡), to indicate that you have read this article on bacterial meningitis.
- ✓ Tear this section off and keep it for future reference.

This information is being provided to all new college students in the state of Texas. Bacterial meningitis is a serious, potentially deadly disease that can progress extremely fast—so take utmost caution. It is an inflammation of the membranes that surround the brain and spinal cord. The bacteria that causes meningitis can also infect the blood. This disease strikes about 3,000 Americans each year, including 100-125 on college campuses, leading to 5-15 deaths among college students every year. There is a treatment, but those who survive may develop severe health problems or disabilities.

## What Are the Symptoms?

- High fever
- Rash or purple patches on skin
- Light sensitivity
- Confusion and sleepiness
- Lethargy
- Severe headache
- Vomiting
- Stiff neck
- Nausea
- Seizures

There may be a rash of tiny, red-purple spots caused by bleeding under the skin. These can occur anywhere on the body.

**The more symptoms, the higher the risk, so when these symptoms appear seek immediate medical attention.**

## How is Bacterial Meningitis Diagnosed?

Diagnosis is made by a medical provider and is usually based on a combination of clinical symptoms and laboratory results from spinal fluid and blood tests.

**Early diagnosis and treatment can greatly improve the likelihood of recovery.**

## How is the Disease Transmitted?

The disease is transmitted when people exchange saliva (such as by kissing or by sharing drinking containers, utensils, cigarettes, or toothbrushes) or come in contact with respiratory or throat secretions.

## How Do You Increase Your Risk of Getting Bacterial Meningitis?

- Exposure to saliva by sharing cigarettes, water bottles, eating utensils, food, kissing, etc.
- Living in close conditions (such as sharing a room/suite in a dorm or group home).

## What are the Possible Consequences of the Disease?

- Death (in 8 to 24 hours from perfectly well to dead)
- Permanent brain damage
- Kidney failure
- Learning disability
- Hearing loss, blindness
- Limb damage (fingers, toes, arms, legs) that requires amputation
- Gangrene
- Coma
- Convulsions

## Can the Disease Be Treated?

- Antibiotic treatment, if received early, can save lives, and chances of recovery are increased. However, permanent disability or death can still occur.
- Vaccinations are available and should be considered for:
  - Those living in close quarters
  - College students 25 years old or younger
- Vaccinations are effective against 4 of the 5 most common bacterial types that cause 70 percent of the disease in the U.S. (but does not protect against all types of meningitis).
- Vaccinations take 7-10 days to become effective, with protection lasting 3-5 years.
- The cost of vaccine varies, so check with your health care provider.
- Vaccination is very safe—most common side effects are redness and minor pain at injection site for up to two days.

## How Can I Find Out More Information?

- Contact your own health care provider.
- Contact the Waco-McLennan County Health District at (254) 750-5410.
- Contact Web sites: [www.cdc.gov/ncidod/dbmd/diseaseinfo](http://www.cdc.gov/ncidod/dbmd/diseaseinfo); [www.acha.org](http://www.acha.org)

## Attention Applicants

Texas has a law requiring that state-supported colleges and universities inform applicants for admission about diseases that may be preventable by vaccines, such as diphtheria, rubella, mumps, tetanus, and poliomyelitis. McLennan Community College is concerned about your health during your enrollment and provides the following information for your use:

MEASLES (rubeola, red measles, hard measles, 10-day measles) is a highly contagious viral disease. Antibiotics are not effective as treatment. Recent outbreaks of this illness have included many hospitalizations and several deaths among college-aged persons. Because of this, it is recommended that students have two doses of the vaccine prior to beginning college classes instead of just one, which most young people have. The measles vaccine most often is given in combination with the vaccines for mumps and rubella which are also caused by viruses.

TETANUS (lockjaw) is an illness caused from poison produced by a bacteria and is a very difficult illness to treat once it occurs. Prevention is the most appropriate choice. The vaccine today is effective for about 10 years, at which time a booster shot is given. It is now common for older adults to develop tetanus in the United States because many adults do not seek the recommended 10-year boosters. The tetanus vaccine should be given in combination with the diphtheria vaccine.

POLIOMYELITIS immunization is not routinely recommended for persons 18 years of age or older. However, if travel to other countries is planned, a physician should be contacted for specific recommendations.

Although these immunizations are not required, MCC strongly recommends that you contact your physician or public health clinic to make sure that your immunizations are current before you enroll.