

APPLICATION FOR ADMISSION

ADMISSIONS REQUIREMENTS AND INFORMATION FOR GALVESTON COLLEGE

Admission Policies

Galveston College (GC) is a comprehensive community college committed to teaching and learning, that creates accessible learning opportunities to fulfill individual and community needs by providing high-quality education programs and services. Galveston College maintains an open admission policy and constantly works to provide programs beneficial to all students. Admission to the college does not guarantee admission to selective programs.

Bacterial Meningitis Vaccination

All students less than 22 years of age are required to submit proof of the Bacterial Meningitis vaccination to the Office of Admissions. Evidence of the vaccination (signed by a physician or state or local health agency) must not be more than five years old as of the beginning of the first term of enrollment. Students with a conscientious objection may visit the Office of Admissions to submit a notarized affidavit. For more information regarding vaccination requirements, visit www.collegevaccinerequirements.com.

General Admissions Procedures

1. Complete the Application for Admission and Residency Questionnaire.
2. Submit evidence of the Bacterial Meningitis vaccination (unless exempt).
3. Submit official high school and/or college transcripts to Admissions.
4. Complete placement testing, if needed. (Students may be eligible for an exemption from the placement exam). Please see the College Catalog for more details.
5. Meet with Galveston College Counselor/Faculty Advisor to discuss placement test results, degree plan, and course selection prior to registration.

Admission Categories

A completed Application for Admission and Residency Questionnaire is required by all first time college students. Test scores or exemption documentation are also required to assess course placement. Additional documentation may be required.

• **High/Home School Graduate:**

A final official high school transcript showing graduation date and GPA.

• **GED/High School Equivalency Certificate:**

An official GED/High School Equivalency Certificate with completion date.

• **High School Dual Credit or Early Admissions:**

- A completed and signed Application for Dual Credit/Early Admit form.
- An official in-progress high school transcript with test scores.

Students who are not eligible for an exemption or waiver will be required to take all parts of the TSI Assessment.

• **Non Accredited High School Graduate**

A final official high school transcript showing graduation date and GPA.

Students who graduated from a non accredited high school may not be eligible for federal financial aid.

• **No High School Diploma or No GED/High School Equivalency:**

Requires individual approval from the Director of Admissions/Registrar.

Returning Students

Students who have previously attended Galveston College but did not attend for one or more semesters must complete the Readmission Application. Returning students must send official transcripts from all schools attended since their last enrollment to the Office of Admissions.

Academic Fresh Start

Academic Fresh Start entitles residents of Texas to seek admission without consideration of courses undertaken ten (10) or more years prior to enrollment. An applicant who is a Texas resident may enter Galveston College under academic fresh start status (Texas Education Code, §51.931).

a) Fresh Start must be declared upon entrance to the College. Students who do not declare upon entrance will not be considered after enrolled.

b) An applicant who elects to apply under this statute may not receive any course credits or grades earned for courses taken 10 or more years prior to enrollment.

Note: Academic Fresh Start does not apply to Financial Aid or VA benefits guidelines and/or regulations.

Transfer Students

A completed Application for Admission and Residency Questionnaire and official test scores or official exemption documentation is required. Additional documents required for admissions varies based on hours completed:

• **Students transferring with less than 15 hours:**

- Official high school transcript or GED certificate
- Official transcript from all colleges attended

• **Students transferring with more than 15 hours:**

- Official transcript from all colleges attended

International Students

Application Deadlines:

Fall – July 14

Spring - October 30

To be considered for admission, international students must submit:

- A non-refundable application fee of \$200 payable by US money order.
- Complete Application for Admission and Residency Questionnaire
- Student Information Sheet
- All official high school and college transcripts. All transcripts must be officially translated and evaluated by an approved agency.
- Statement of Financial Support that must be signed by a parent, or sponsor dated within one year from the first day of classes.
- Supporting evidence of income and resources as appropriate.
- Test of English as a Foreign Language (TOEFL) scores.

A minimum score of 500 is required on the paper based exam and 173 for the computerized exam. The school code for Galveston College is 6255.

- Evidence of U.S. medical insurance coverage at the time of enrollment.

Additional documents required for international students transferring from a U.S. college or university:

- Official transcript from each college or university attended
- Foreign Student Advisor's report
- Copy of I-20, passport and I-94 card

Residency Reclassification

Residency is determined at the time the Application for Admissions is processed. All changes to residency requests must be filed by the census date for the term in which the reclassification is required. Residency changes are not made retroactively.

Counseling

Counselors are available to assist students with general academic and career counseling, job placement, testing, personal counseling and registration in the Counseling Center (M-150).

Special Services for Students with Disabilities

Contact the Special Services Counselor/Advisor in the Counseling Center for more information regarding special services for students with disabilities. (409) 944-1223; M-154

Orientation

All first time, full time students will be required to attend an Orientation session prior to registration. For more information contact the Counseling Center at (409) 944-1220.

Testing and Assessment

The **Texas Success Initiative (TSI)** was passed by the Texas State Legislature in 2003 to improve the success of students attending public colleges and universities in Texas. The TSI requires the assessment of academic skills of each entering student to determine the student's readiness to enroll in college-level academic coursework. For more information visit www.theccb.state.tx.edu.

Financial Aid and Scholarships

For financial assistance with college expenses, complete the application for federal financial aid at www.fafsa.ed.gov. Information on financial aid can be obtained from the Financial Aid Office (M-170). You may also visit www.gc.edu or call (409) 944-1235 for more information.



Student ID: _____

<input type="checkbox"/> ID
<input type="checkbox"/> OD
<input type="checkbox"/> OS
<input type="checkbox"/> FN

Instructions: Complete all items on the Application for Admission and Residency Questionnaire.

Social Security Number	<i>Not furnishing your Social Security Number may result in IRS fines of up to \$50. Furthermore, the IRS will not be able to use Form 1098-T to confirm eligibility for certain education tax benefits.</i>
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By providing the number above, you certify this as your true and accurate Social Security Number

Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	Date of Birth (MM/DD/YYYY)		
Name (Legal name as it appears on your Social Security card)			
Last	First	Middle	Suffix
Other Names Used			
Permanent Mailing Address		City	State
			Zip

Current Residential Address	City	State	Zip	County	Time at Address <input type="checkbox"/> Less than 1 Year <input type="checkbox"/> 1 year or more
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If you have lived at your current address less than 12 months, please provide previous addresses below

Previous Residential Address	City	State	Zip	Dates at Address / / to / /
Previous Residential Address	City	State	Zip	Dates at Address / / to / /

Email Address		
Home Phone Number	Cell Phone Number	Work Phone Number
Emergency Contact Name		Emergency Contact Number
Place of Birth	Are you a U.S. Citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No	Country of Citizenship (if not a U.S. Citizen)
If not a U.S. Citizen, do you hold valid Permanent Resident status for the U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No	Permanent Resident Card Issue Date	Alien Number
Current Visa Type	Visa Issue Date	Visa Expiration Date

These questions will be used for federal and/or state reporting purposes only

Marital Status <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Domestic Partnership <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed	Ethnic Origin <input type="checkbox"/> Hispanic/Latino <input type="checkbox"/> Non-Hispanic/Latino	Race (Select all that apply) <input type="checkbox"/> White <input type="checkbox"/> Black/African American <input type="checkbox"/> Asian <input type="checkbox"/> Hawaiian/Pacific Islander <input type="checkbox"/> American Indian/Alaska Native
Parent/Guardian 1 Education <input type="checkbox"/> No High School <input type="checkbox"/> Some High School <input type="checkbox"/> HS Diploma/Equivalency/GED <input type="checkbox"/> Associate Degree <input type="checkbox"/> Some College <input type="checkbox"/> Bachelor Degree <input type="checkbox"/> Graduate/Professional Degree	Parent/Guardian 2 Education <input type="checkbox"/> No High School <input type="checkbox"/> Some High School <input type="checkbox"/> HS Diploma/Equivalency/GED <input type="checkbox"/> Associate Degree <input type="checkbox"/> Some College <input type="checkbox"/> Bachelor Degree <input type="checkbox"/> Graduate/Professional Degree	

Program of Choice (see program sheet)	Anticipated Start Date at Galveston College <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer I <input type="checkbox"/> Summer II Year: _____		
Basis for Admission <input type="checkbox"/> High School Graduate <input type="checkbox"/> Home School Graduate <input type="checkbox"/> High School Equivalency/GED <input type="checkbox"/> Dual Credit/Early Admission <input type="checkbox"/> College Transfer, Degree Seeking <input type="checkbox"/> College Transfer, Non Degree Seeking <input type="checkbox"/> Non Degree Seeking <input type="checkbox"/> Transient, Seeking Degree Elsewhere <input type="checkbox"/> Readmission from Prior Semester <input type="checkbox"/> Individual Approval (No HS diploma/GED)		Educational Intent <input type="checkbox"/> Earn a Degree (2 year) <input type="checkbox"/> Improve Job Skills <input type="checkbox"/> Earn a Certificate (<2 years) <input type="checkbox"/> Personal Enrichment <input type="checkbox"/> Earn Credits for Transfer	

High School Attended	City/State of High School	Graduation Date (Month/Year)
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Currently in high/home school? <input type="checkbox"/> No <input type="checkbox"/> Yes - Name of School: _____ Anticipated Graduation Date: _____	
Did you graduate from high/home school? <input type="checkbox"/> No <input type="checkbox"/> Yes - Name of School: _____ Graduation Date: _____	
Did you receive a certificate of high school equivalency/GED? <input type="checkbox"/> No <input type="checkbox"/> Yes - Name of School: _____ Graduation Date: _____	

List all colleges attended. Omission of information may lead to withdrawal. All transcripts should be on file before enrollment; however, records must be received before the next registration period or a hold will be placed on the student's record. Transcripts must be in an unopened sealed envelope to be considered official.

Name of College	Location	Dates Attended	Hours/Degree Earned

Certification

Information collected on this application is protected in accordance to the Family Educational Rights and Privacy Act of 1974, as amended (FERPA). Information regarding your rights under FERPA may be found in the college catalog. Questions regarding FERPA may be directed to the Director of Admissions/Registrar.

Students under the age of 22 are required to show proof of vaccination against Bacterial Meningitis, unless exempt. Detailed information about the requirements and symptoms and treatment of Bacterial Meningitis is available to me on the Galveston College website (www.gc.edu), as required by Texas Education Code, Chapter 51, Section 51.9191.

In accordance with federal law, students must provide an accurate Social Security Number to Galveston College. Failure to provide an accurate Social Security Number may result in IRS fines of up to \$50. Additionally, the IRS will not be able to use Form 1098-T to confirm eligibility for certain education tax benefits.

If my application is accepted, I agree to abide by the policies, rules and regulations at any college to which I am admitted. I certify that the information on this application is complete and correct and I understand that the submission of false information is grounds for rejection of my application, withdrawal of any offer of acceptance, cancellation of enrollment and/or appropriate disciplinary action. I understand that officials of my college will use the information submitted on this form to determine my status for residency eligibility. I authorize the college to verify the information I have provided. I also authorize the college to electronically access my records regarding the Texas Success Initiative.

I agree to notify the proper officials of the institution of any changes in the information provided.

Signature	Date
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ASSOCIATE OF ARTS DEGREE PROGRAMS (AA)/(AS)

An associate of arts/associate of science degree is a program of study requiring 60 credit hours for completion. This program normally satisfies the requirements for the first two years of a four-year degree, which may be completed by the student upon transfer to a university. Programs of study for the Associate of Arts degree parallel the first two years required for Bachelor of Arts and Bachelor of Science degrees at many senior colleges and universities.

AA/AS PROGRAMS	
General Studies (AA)	Engineering, Mechanical (AS)
General Studies (AS)	English (AA)
Art (AA)	Health & Physical Education (AA)
Biology (AS)	Health Science - Clinical Lab Science (AS)
Biology/Pre-Professional Health (AS)	Health Science - Occupational Therapy (AS)
Business Administration (AS)	Health Science - Transfer Nursing (AS)
Chemistry (AS)	History (AA)
Computer Science (AS)	Mathematics (AS)
Criminal Justice (AA)	Physics (AS)
Drama (AA)	Political Science (AA)
Education - EC-6, Generalist (AS)	Psychology (AA)
Education - Middle School Level Mathematics (AS)	Psychology (AS)
Education - High School Level Mathematics (AS)	Sociology/Social Work (AA)
Engineering, Industrial (AS)	Speech Communications (AA)

ASSOCIATE OF APPLIED SCIENCE DEGREE PROGRAMS (AAS)

An Associate of Applied Science Degree is awarded to students who have successfully completed an approved curriculum for a two year occupational program and is usually sufficient for entrance into an occupational field.

AAS PROGRAMS	
Cosmetology*	Medical Administration
Culinary Arts	Nuclear Medicine Technology*
Electrical/Electronics Technology	Nursing (ADN)*
Emergency Medical Services*	Radiation Therapy Technology*
EMT-P to ADN Transition*	Radiography*
Heating/Ventilation/Refrigeration/Air Cond.	Surgical Technology*
LVN to ADN Transition*	Welding Technology

CERTIFICATE PROGRAMS

A Certificate program is an intensive program of study requiring less than 60 credit hours for completion. These programs are normally designed to provide short-term training necessary to develop entry-level job skills without requiring completion of an associate degree.

CERTIFICATE PROGRAMS	
Computerized Tomography*	Heating/Ventilation/Refrig/Air Cond - Advanced
Cosmetology*	Law Enforcement Academy*
Cosmetology Instructor*	Magnetic Resonance Imaging*
Culinary Arts	Medical Coding
Electrical/Electronics Technology: Basic	Medical Records Technician
Electrical/Electronics Technology: Intermediate	Radiation Therapy Technology*
Electrical/Electronics Technology: Advanced	Surgical Technology*
Emergency Med Services: Intermediate*	Vocational Nursing*
Emergency Med Services: Paramedic*	Welding Technology - Basic
Heating/Ventilation/Refrig/Air Cond - Basic	Welding Technology - Intermediate
Heating/Ventilation/Refrig/Air Cond - Intermediate	Welding Technology - Advanced

* Programs with an "*" are special admissions programs and require additional admission requirements for acceptance.

CORE RESIDENCY QUESTIONS

Texas Higher Education coordinating Board rule 21.25 requires each student applying to enroll at an institution to respond to the following set of core residency questions for the purpose of determining the student's eligibility for classification as a Texas resident. All new students or students returning to school after being out at least twelve months are required to answer the questions below.

PART A. Student Basic Information

Last Name First Name MI

Social Security Number D.O.B.

PART B. Previous Enrollment.

1. During the 12 months prior to the term for which you are applying, did you attend a Public College or University in Texas in a Fall or Spring term? Yes No.

If you answered "No," continue to **PART C**.

If you answered "Yes" complete questions (2-4)

2. What Texas public institution did you last attend? (Give full name)

3. In which terms were you last enrolled?

Fall, 20____ Spring, 20____

4. During your last semester at a Texas public institution, did you pay resident (in-state) or nonresident (out-of-state) tuition?

Resident (in-state) Nonresident (out-of-state) Unknown

5. If you paid in-state tuition at your last institution, was it because you were classified as a Texas resident or because you were a nonresident who received a waiver?

Resident Nonresident with a waiver Unknown

IMPORTANT: *If you were enrolled at a Texas public institution during a fall or spring semester within the previous 12 months and were classified as a Texas resident, skip to PART I. If you were not enrolled, or if you were enrolled but classified as a nonresident, proceed to PART C.*

PART C. Residency Claim:

Are you a resident of Texas? Yes No

If you answered "Yes," continue to **PART D**.

If you answered "No," complete the following question and continue to **PART I**. Of what state or country are you a resident?

If you are **uncertain**, continue to **PART D**.

PART D. Acquisition of High School Diploma or Equivalency

- 1.a. Did you graduate or will you graduate from High School or complete an equivalency/GED in Texas prior to the term for which you are applying? Yes No

- 1.b. If you graduated or will graduate from High School, give the full name and city of the school.

2. Did you live or will you have lived in Texas the 36 months leading up to high school graduation or completion of the equivalency/GED? Yes No

3. When you begin the semester for which you are applying, will you have lived in Texas for the previous 12 months? Yes No

4. Are you a U. S. Citizen or Permanent Resident? Yes No

Instructions to Part D :

- ♦ If you answered "No" to question (1a) or (2) or (3), continue to **PART E**.

- ♦ If you answered "Yes" to all four questions, skip to **PART I**
♦ If you answered "Yes" to questions (1), (2) and (3), but "No" to question (4), skip to **PART I** of this form. Complete and receive an **Affidavit** from the Residence Determination Official in the Office of Admissions.

PART E. Basis of Claim to Residency. (To Be Completed By Everyone Who Did Not Answer "Yes" to Questions (1a), (2) and (3) of PART D.)

1. Do you file your own federal income tax as an independent tax payer? Yes No
2. Are you claimed as a dependent or are you eligible to be claimed as a dependent by a parent or court-appointed legal guardian? Yes No

(To be eligible to be claimed as a dependent, your parent or legal guardian must provide at least one half of your support. A step-parent does not qualify as a parent if he or she has not adopted the student.)

3. If you answered "No" to both questions above, who provides the majority of your support?

Self Parent or Legal Guardian

Other: (list) _____

Instructions to PART E:

- ♦ If you answered "Yes" to question (1), and "No" to question 2, continue to **PART F**.
♦ If you answered "Yes" to question (2), skip to **Part G**.
♦ If you answered "Yes" to both questions (1) and (2), skip to **Part G**.
♦ If you answered "No" to (1) and (2) and "Self" to question (3), continue to **PART F**.
♦ If you answered "No" to (1) and (2) and "Parent or Legal Guardian" to question (3), skip to **PART G**.
♦ If you answered "No" to (1) and (2) and "Other" to question (3), skip to **PART H** and complete **PART I**.

PART F. If you answered "Yes" to question (1) or "Self" to question (3) of Part E, answer the following:

1. Are you a U.S. Citizen? Yes No
2. Are you a Permanent Resident of the United States of America? Yes No
3. Are you a foreign national whose application for Permanent Resident Status has been preliminarily reviewed? (You should have received a fee/filing receipt or Notice of Action (I-797) from U. S. Citizenship and Immigration Services (USCIS) showing your I-485 has been reviewed and has not been rejected.) Yes No
4. Are you a foreign national here with a visa or are you a Refugee, Asylee, Parolee or here under Temporary Protective Status? If so, indicate Visa/Status _____
5. Do you currently live in Texas? Yes No
If "No", are you out of state due to a temporary assignment by your employer or other temporary purpose, please explain in **Part H**
6. (a) If you currently live in Texas, how long have you been living here? Months _____ Years _____
(b) What is your main purpose for being in the state?
 Go to College Establish/Maintain a Home
 Work Assignment
(If for reasons other than those listed above, give an explanation **PART H**).
7. (a) If you are a member of the U.S. military, is Texas your Home of Record? Yes No
(b) What state is listed as your military legal residence for tax purposes on your Leave and Earnings Statement for the 12 months prior to enrollment? _____

8. Do any of the following apply to you? (Check all that apply)
- (a) Hold the title (Warranty Deed, Deed of Trust, or other similar instrument that is effective to hold title) to residential real property in Texas? Yes No
If "Yes", date acquired: _____
- (b) Have ownership interest and customarily manage a business in Texas without the intention of liquidation in the foreseeable future? Yes No
If "Yes", date acquired: _____
9. While living in Texas, have you: (Check all that apply)
- (a) Been gainfully employed for a period of at least 12 consecutive months? (Gainful employment requires an average employment of at least 20 hours per week for one year or earnings equal to at least half of tuition and living expenses for one 9-month academic year. Employment conditioned on student status such as work-study, the receipt of stipends, fellowships or research or teaching assistantships does not constitute gainful employment.) Yes No
- (b) Received primary support through services from a social service agency for a period of at least 12 consecutive months? Yes No
- 10.(a) Are you married to a person who has been classified as a Texas resident by a Texas public institution or who could answer "Yes" to any part of question (8) or (9)? Yes No
- (b) If "Yes," indicate which question (and which part of the question) could be answered "Yes" by your spouse: _____
- (c) How long have you been married to the Texas resident prior to enrollment? Months _____ Years _____

Skip Part G and continue to Part H.

Part G. Questions for students who answered "Yes" to Question (2) of Part E or who answered "Parent or Legal Guardian" to question (3) of Part E.

1. Is the parent or legal guardian upon whom you base your claim of residency a U.S. Citizen? Yes No
2. Is the parent or legal guardian upon whom you base your claim of residency a Permanent Resident of the United States of America? Yes No
3. Is this parent or legal guardian a foreign national whose application for Permanent Resident Status has been preliminarily reviewed? (Your parent or legal guardian should have received a fee/filing receipt or Notice of Action (I-797) from U. S. Citizenship and Immigration Services (USCIS) showing the I-485 has been reviewed and has not been rejected.) Yes No
4. Is this parent or legal guardian a foreign national here with a visa or a Refugee, Asylee, Parolee or here under Temporary Protective Status? If so, indicate Visa/Status: _____
5. Does this parent or legal guardian currently live in Texas? Yes No
If he or she is out of state due to a temporary assignment by his or her employer or other temporary purpose, please explain in **PART H**
6. (a) If your parent or legal guardian is currently living in Texas, how long has he or she been living here? Months _____ Years _____
(b) What is your parent's or legal guardian's main purpose for being in the state? Go to College Establish/Maintain a Home Work Assignment
(If for reasons other than those listed above, give an explanation in **PART H**).
7. (a) If your parent or legal guardian is a member of the U.S. military, is Texas his or her Home of Record? Yes No
(b) What state is listed as your parent's or legal guardian's residence for tax purposes on his or her Leave and Earnings Statement for the 12 months prior to enrollment? _____

8. Do any of the following apply to your parent or legal guardian? (check all that apply)
- (a) Hold the title (Warranty Deed, Deed of Trust or other similar instrument that is effective to hold title) to residential real property in Texas? Yes No
If Yes, date acquired: _____
- (b) Have ownership interest and customarily manage a business in Texas without the intention of liquidation in the foreseeable future? Yes No
If Yes, date acquired: _____
9. While living in Texas, has your parent or guardian: (check all that apply)
- (a) Been gainfully employed for a period of at least 12 consecutive months? (Gainful employment requires an average employment of at least 20 hours per week for one year or earnings equal to at least half of tuition and living expenses for one 9-month academic year. Employment conditioned on student status such as work-study, the receipt of stipends, fellowships, or research or teaching assistantships does not constitute gainful employment.) Yes No
- (b) Received services from a social service agency for a period of at least 12 consecutive months? Note: The dollar value of social services received may be combined with earnings to total at least one-half of tuition and living expenses for one 9-month academic year. Yes No
10. (a) Is your parent or legal guardian married to a person who has been classified as a Texas resident by a Texas public institution or who could answer "Yes" to any part of question (8) or (9)? Yes No
- (b) If "Yes," indicate which question (and which part of the question) could be answered "Yes" by your parent or guardian spouse: _____
- (c) How long has your parent or legal guardian been married to the Texas resident prior to enrollment? Months _____ Years _____

PART H. General Comments. Is there any additional information that you believe Galveston College should know in evaluating your eligibility to be classified as a resident? If so, please provide it below:

PART I. Certification of Residency. (All students must complete this section.)

I understand that officials of Galveston College. Will use the information submitted on this form to determine my status for residency eligibility. I authorize G.C. to verify the information I have provided. 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 I understand that the submission of false information is grounds for rejection of my application, withdrawal of any offer of acceptance, cancellation of enrollment and/or appropriate disciplinary action.

Signature

Date

