

Application for Admission



INSTRUCTIONS

Application

Complete this form in detail and forward it to the admissions office at the location you plan to attend. Incomplete applications will be returned. You can also apply online at www.pbcc.edu

Application Fee – Non-refundable.

\$20 U.S. citizen.

\$30 international, U.S. currency (F-1, M-1 applicants only).

Transcripts & Records

All final transcripts should be received prior to orientation and registration. A degree-seeking students whose transcript is not received within the first term cannot register for the subsequent terms. Any student omitting information or falsifying the application or records will be subject to immediate dismissal without a refund. Official documents are those mailed directly from your previous institution to PBCC. All credentials submitted become the property of the College and cannot be returned. Some PSAV programs do not require HS graduation; therefore, no transcripts are needed. See program information in college catalog.

Placement Tests

All first-time-in-college, degree-seeking students must present their score from FCELPT (CPT) unless SAT-I or ACT-E scores, not older than two years, place students into college level course work. Many PSAV programs require TABE. See program information in college catalog. If you have not yet taken one of the placement tests listed above, contact the Testing Center at the location you plan to attend.

Limited Access Programs

Admission to the college neither constitutes nor guarantees admission to Limited Access programs. If you plan to enter one of these programs, you must request a separate application packet for the specific program. The Program Application, Limited Access Processing Fee (if applied), and records must be submitted to the location designated on that application.

Final Acceptance

Even though you may receive a conditional acceptance and be permitted to register for classes, final acceptance is contingent upon receipt of all required documents, including official high school transcript, GED transcript, or transcript of all previous college work attempted. Official documents are those mailed directly from your previous institution to PBCC.

Career Center

If you are unsure of your program of study or career objectives, or are in need of a job, contact the Career Center at the location you plan to attend.

Credit Type / Program Descriptions –

Associate in Arts Degree (A.A.) - The A.A. is for students planning to attend a four-year college or university after graduation from PBCC.

Associate in Science Degree (A.S.) - The A.S. is intended to prepare students for entry into employment. Though not considered a transfer degree, some transfer is possible.

Associate in Applied Science (A.A.S.) - The A.A.S. is designed to prepare students for entry into employment. The A.A.S. may include courses that will not typically apply to a baccalaureate program.

Advanced Technical Certificate (A.T.C.) - The A.T.C. is a program of instruction of 9–45 credit hours of college-level courses. The ATC may be awarded to students who have already received a degree and are seeking an advanced, specialized planning program to supplement their associate or other degree.

Applied Technology Diploma (A.T.D.) - The A.T.D. is part of an A.A.S. or A.S. degree, is less than sixty (60) credit hours, and leads to employment in a specific occupation.

College Credit Certificate (C.C.C.) - The C.C.C., also known as Post Secondary Vocational Certificate (P.S.V.C.), is a certificate that provides instruction consisting of college-level courses to prepare students for entry into employment.

Post Secondary Adult Vocational (P.S.A.V.) - The P.S.A.V. programs provide instruction consisting of non-college level courses to prepare for entry into employment. Completion of courses within the programs shall be recognized by the award of units of measure called vocational credit.

Non-Degree (N.D.) - The N.D. designation is intended for students who have earned at least a standard high school diploma or GED, are interested in taking courses for their own personal improvement or general interest and do not plan on obtaining any type of degree at this time. Students in this category cannot receive financial aid. Refer to PBCC Catalog for additional information. Non-degree seeking students receive college credit, but are limited to taking 21 credit hours total.

Disability Support Services

Students with documented disabilities may self-identify and request accommodations by contacting the campus Disability Support Services advisor:

Belle Glade-561-993-1125

Boca Raton-561-862-4316

Lake Worth-561-868-3046

Palm Beach Gardens-561-207-5345

BELLE GLADE

1977 College Drive

Belle Glade, FL 33430

Ph: (561) 993-1122

BOCA RATON

3000 St. Lucie Avenue

Boca Raton, FL 33431

Ph: (561) 862-4300

LAKE WORTH

4200 Congress Avenue

Lake Worth, FL 33461

Ph: (561) 868-3300

PALM BEACH GARDENS

3160 PGA Boulevard

Palm Beach Gardens, FL 33410

Ph: (561) 207-5300

Apply online at www.pbcc.edu

PROGRAM CODES

Questions about which program is for you?

Read the short descriptions on the cover, refer to our College Catalog, or speak with an academic advisor.

Associate in Arts (AA)

AA Transfer Degree AA 1000

Business & Office Management

Accounting Operations PSAV 5044

Accounting Technology
AAS A042/AS 2050/CCC 6110

Administrative Assistant PSAV 5519

Business Administration and Management
AAS A087/CCC 6111

Legal Office Systems CCC 6112

Life, Health and Variable Annuities Agent PSAV 5470

Marketing CCC 6113

Medical Coder/Biller ATD B526

Medical Secretary PSAV 5084

Medical Transcription ATD B525

Office Administration
LEGAL OFFICE SYSTEMS SPECIALIZATION TRACK
AAS A524/AS 2523

OFFICE MANAGEMENT SPECIALIZATION TRACK
AAS A521/AS 2514

Office Management CCC 6114

Paralegal AS 2505

Property and Casualty General Lines Agent PSAV 5469

Real Estate Sales Agent PSAV 5499

Child Care & Human Services

Child Care PSAV 5348

Child Care Center Management
CCC 6366

Early Childhood Education
EARLY CHILDHOOD EDUCATION TRACK
AS 2358

HIGH/SCOPE APPROACH TRACK
AS 2360

MONTESSORI TRACK AS 2349

Educational Assisting
AS 2369/CCC 6370

Human Services
AAS A353/AS 2345/CCC 6361

Infant/Toddler CCC 6367

Pre-School CCC 6368

School Age CCC 6365

Computer Science & Information Technology

CISCO CCNA CCC 6135

Computer Programming
AAS A133/AS 2126

Computer Support Specialist
PSAV 5520

Information Management CCC 6136

Internet Services Technology
AAS A121/AS 2122

Networking Administrator
AAS A131/AS 2123

Programming CCC 6137

Web Development Specialist CCC 6138

Webmaster (CIW)

Creative Arts & Communications

Graphic Design Technology
AAS A018/AS 2011

Graphic Design Technology
MULTIMEDIA ARTS CCC 6022

WEB DESIGN CCC 6023

Interior Design ATC 4024

Interior Design Technology AS 2012

Motion Picture and Television Production Technology AS 2282

Motion Picture and Television Production Technology
POST PRODUCTION TECHNOLOGY
CCC 6019

PRODUCTION TECHNOLOGY CCC 6020

PRODUCTION MANAGEMENT TECHNOLOGY CCC 6021

Engineering, Drafting & Electronics

Architectural Drafting PSAV 5208

Drafting and Design Technology
AAS A169/AS 2178

Electronic Technology PSAV 5167

Electronics Engineering Technology AAS A166

Environmental Science & Horticulture

Environmental Science Technology AS 2216

Landscape and Horticulture Management AS 2191

Landscape and Horticulture Professional I CCC 6220

Landscape and Horticulture Professional II CCC 6221

Landscape and Horticulture Specialist CCC 6219

Health Care

Adult Echo Sonography ATC 4313

Cardiovascular Intervention Technology ATC 4320

Computed Tomography ATC 4321

Critical Care Nursing ATC 4315

Dental Assisting* PSAV 5155

Dental Hygiene* AS 2151

Magnetic Resonance Imaging ATC 4322

Massage Therapy PSAV 5232

Medical Assisting* PSAV 5236

Nursing* AAS A309

Patient Care Assistant PSAV 5233

Perioperative Nursing ATC 4317

Practical Nursing* PSAV 5234

Radiography * AS 2303

Respiratory Care * AS 2148

Sonography* AS 2313/CCC 6312

Surgical Technology* PSAV 5235

Public Safety

Crime Scene Technology*
AS 2435/CCC 6436

Criminal Justice Academies
CORRECTIONS OFFICER TRACK*
PSAV 5601

LAW ENFORCEMENT OFFICER TRACK*
PSAV 5600

Criminal Justice Technology
CORRECTIONS OFFICER TRACK*
AAS A607/AS 2605

LAW ENFORCEMENT OFFICER TRACK*
AAS A608/AS 2606

Emergency Medical Technician (EMT-B)* ATD B217

Emergency Medical Services AS 2449

Firefighter* PSAV 5043

Fire Science Technology AS 2195

Paramedic* CCC 6450

Public Safety Telecommunications Dispatcher PSAV 5455

Trade & Industrial

Apprenticeship Programs* PSAV

Automotive Body Repair PSAV 5461

Automotive Mechanics PSAV 5463

Biotechnology AS 2158

Building Construction Technology
AAS A213/AS 2198

Commercial Vehicle Driving - Tractor Trailer CDL Class A PSAV 5206

Cosmetology PSAV 5357

Diesel Technology PSAV 5468

Facials Specialty PSAV 5355

Hospitality and Tourism Management
AAS A100/AS 2060

Heating, Ventilation, Air Conditioning and Refrigeration PSAV 5267

Industrial Management Technology
AAS A194/AS 2193

Machining Technology PSAV 5459

Nails Technician PSAV 5356

Professional Pilot Technology
MAINTAINENCE MANAGEMENT TRACK
AAS A161/AS 2171

OPERATIONS TRACK
AAS A162/AS 2172

PROFESSIONAL PILOT TRACK
AAS A163/AS 2197

Welding Technology PSAV 5460

Non-Degree

Employment Related ND 3407

Personal Improvement ND 3408

Transient Student ND 3409

HIGH SCHOOL DUAL ENROLLMENT
Public School ND 3800

Private School ND 3801

Home School ND 3802

EARLY ADMISSION
Public School ND 3803

Private School ND 3804

Home School ND 3805

* **Limited Access** - these programs have special requirements for admission. Refer to Areas of Study section in the PBCC catalog.

APPLICATION FOR ADMISSION

Please type or print clearly. Complete both side of this application.



1. U.S. Social Security Number/PBCC Student ID _____ - _____ - _____ or Do not have SSN

2. Name _____
Last First Middle Suffix

Please list all previous names under which documents may be sent _____

3. Local Address _____
Number and Street Address City

County (or Province) _____ State _____ Zip Code _____

4. Permanent Address Check here if same as local address

Number and Street Address _____ City _____

County (or Province) _____ State _____ Zip Code _____

5. E-mail address _____

6. Home phone () _____

7. Work phone () _____

8. Citizenship *
 U.S. Citizen (C)
 Permanent Resident Alien (P)
 Asylee (A)
 Refugee Alien (R)
 F-1 Visa Student (F)
 Visa Student Other Than F-1 (V)
 Other, Non-Citizen (X)
 Home Country _____

9. Date of Birth _____ / _____ / _____
Month Day Year
 State or Country of Birth _____

10. Gender * Female Male

11. Race/Ethnic Data *
 Please check all that apply
 American Indian/Alaskan Native (I)
 Asian (A)
 Native Hawaiian or Pacific Islander (P)
 Black (B)
 White (W)

12. Is your ethnic heritage Hispanic? (H) *
 Yes No

13. Is English your primary language?
(i.e. the language you use more than 50% of the time?)
 Yes
 No _____
 What is your primary language?

14. Admission Date Year 2 _____
 Fall (1) Spring (2) Summer (3)

15. Enrollment Status
 High School/Ged Graduate (NH)
 Transfer (NT)
 Transient (NT)
 Readmission to PBCC (RH or RT)
 Dual Enrolled High School Student (ND)
 Early Admission High School Student (NE)

16. Student Program Objective
(See previous page)
 AA degree program code 1000
 Non-Degree program code 3
 Other, program code _____

17. Location
 Belle Glade (3) Boca Raton (5)
 Lake Worth (1) Palm Beach Gardens (2)

18. Hint word _____
(A word to identify you in case you forget you PIN)

*** INFORMATION IS VOLUNTARY AND WILL NOT BE USED DISCRIMINATIVELY, BUT WILL AID THE COLLEGE IN ITS COMMITMENT TO EQUAL EDUCATION OPPORTUNITY.**

19. Are you a first generation college student? (Neither of your parents have a four-year college degree) Yes No

20. High School or GED (Please indicate below your high school completion level)
 Standard High School Diploma General Education Diploma (GED) Special Diploma/Certificate of Completion Non HS Grad

Name of School	City/State	Language of GED	Date of Graduation
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

21. College/University (List all postsecondary colleges or universities you have attended. Omission of any constitutes falsification of records and voids application.)

Name of Institution	City/State	Dates	Degree	Credit
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

I agree to the release of any transcripts and test scores to this institution, including but not limited to, any SAT, Achievement Test and ACT score reports that this institution may request from other institutions, the College Board or ACT and any state licensing agencies. PBCC may release copies of my official transcript to other institutions to which I make application. No further authorization is necessary. Students are responsible for all information contained on their application. I understand that falsification or omission of any information may result in my rejection or dismissal by the College.

Student's Signature _____ Date _____

MUST COMPLETE REVERSE SIDE

RESIDENCE CLASSIFICATION

A Florida "resident for tuition purpose" is a person (or a dependent person whose parent or legal guardian) who has established and maintained legal residence in Florida for at least the last 12 consecutive months. Residence in Florida must be a bonafide domiciliary rather than for the purpose of maintaining a residence incident to enrollment at an institution of higher education. Other persons not meeting the 12 month legal residence requirement may be classified as Florida residents for tuition purposes only if they fall within one of the limited special categories authorized by the Florida Legislature [Florida Statute 240.1201(2)(a)]. (Statute subject to change) All other persons are ineligible for classification as a Florida "resident for tuition purposes."

To qualify as a Florida "resident for tuition purpose", you must be a U.S. citizen, permanent resident alien or a legal alien granted indefinite stay by the Immigration and Naturalization Service. Living in or attending school in Florida will not, in itself, establish legal residence. Students who depend on out-of-state parents for support are presumed to be legal resident of the same state as their parents unless one parent has established legal residence in Florida for more than 12 months. Residence in Florida must be for the purpose of establishing a permanent home and not merely incident to enrollment at an institution of higher education. Documents supporting the establishment of legal residence must be dated, issued or filed 12 months before the first day of classes of the term for which a Florida resident classification is sought.

Definitions

DEPENDENT: A person for whom 50 percent or more of his/her support is provided by another as defined by the Internal Revenue Service.

INDEPENDENT: A person who provides more than 50 percent of his/her support.

(A copy of your and/or your parents' most recent tax return or other documentation may be requested to establish dependence/independence.)

FLORIDA RESIDENT FOR TUITION PURPOSES AFFIDAVIT

(IF YOU DO NOT QUALIFY, SIMPLY SIGN THE NON-FLORIDA RESIDENT SECTION BELOW)

- | | |
|---|---|
| <p><input type="checkbox"/> 1. I am an independent person and have maintained legal residence in Florida for at least the last 12 consecutive months.</p> <p><input type="checkbox"/> 2. I am a dependent person and my parent or legal guardian has maintained legal residence in Florida for at least the last 12 consecutive months.</p> <p><input type="checkbox"/> 3. I am a dependent person who has resided for the last five years with an adult relative other than my parent or legal guardian and my relative has maintained legal residence in Florida for at least the last 12 consecutive months. (Documentation Required)</p> <p><input type="checkbox"/> 4. A Florida public college/university declared me a resident for tuition purposes. Name of institution _____ (Documentation Required)</p> <p><input type="checkbox"/> 5. I am married to a person who has maintained legal residence in Florida for at least the last 12 consecutive months. I have established legal residence and intend to make Florida my permanent home. (Copy of marriage certificate required and proof of current Florida residency)</p> <p><input type="checkbox"/> 6. I abandoned my Florida domicile less than 12 months ago, and am now re-establishing Florida legal residence.</p> <p><input type="checkbox"/> 7. According to the United States Immigration and Naturalization Service, I am a permanent resident alien or other legal alien granted indefinite stay. I have maintained domicile in Florida for at least the last 12 consecutive months. (Copy of INS documentation required.)</p> | <p><input type="checkbox"/> 8. I am a member of the armed services of the United States and am stationed in Florida on active military duty pursuant to military orders, or whose home of record is Florida [or I am the member's spouse or dependent child]. (Copy of military paper work required.)</p> <p><input type="checkbox"/> 9. I am a full-time instructional or administrative employee employed by a Florida public school, community college or Institution of higher education [or I am the employee's spouse or dependent child]. (Copy of employment verification required.)</p> <p><input type="checkbox"/> 10. I am part of the Latin American/Caribbean scholarship program. (Documentation required.)</p> <p><input type="checkbox"/> 11. I am a qualified beneficiary under the terms of the Florida Pre-Paid Postsecondary Expense Program (S.240.551, F.S.). (Copy of card required.)</p> <p><input type="checkbox"/> 12. I am living on the Isthmus of Panama and have completed 12 consecutive months of college work at the F.S.U. Panama Canal Branch [or I am the student's spouse or dependent child].</p> <p><input type="checkbox"/> 13. I am a full-time employee of a state agency or political subdivision of the state whose student fees are paid by the state agency or political subdivision for the purpose of job-related law enforcement or corrections training. (Documentation Required)</p> <p><input type="checkbox"/> 14. I am a full-time student participating in a Linkage Institute. (S.240.137, F.S.) (Documentation Required)</p> |
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ATTACH COPIES OF DOCUMENTATION INDICATED ABOVE--ADDITIONAL DOCUMENTATION (e.g., copies of voter's registration, driver's license, tax returns, deeds, etc.) may be required by the College in some cases. **ALL DOCUMENTATION IS SUBJECT TO VERIFICATION.** Someone other than the applicant (e.g., parent) should complete this affidavit if the applicant is dependent or seeks to be classified as a Florida resident by virtue of a relationship; otherwise, the applicant must complete this affidavit. **PLEASE PRINT:**

1. Name of Applicant _____ 2. Student SSN: _____
 (The **CLAIMANT** is the person who is claiming Florida residency, e.g., the applicant (if independent), parent, spouse or legal guardian. **All of the questions below pertain to the claimant.**)
3. Name of Claimant: _____ 4. Relationship of Claimant to Applicant: _____
5. Permanent Legal Address of Claimant: _____
6. Date Claimant Began Establishing Legal Florida Residence and Domicile: _____ Telephone Number of Claimant () _____
7. Claimant's Voter Registration: State: _____ County: _____ Number: _____ Original Issue Date: _____
 mm/dd/yy
8. Claimant's Drivers License: State: _____ Number: _____ Issue Date: _____
 mm/dd/yy
9. Claimant's Vehicle Registration: State: _____ License Tag Number: _____ Issue Date: _____
 mm/dd/yy
10. Citizenship: U.S. Citizen Permanent Resident Alien Asylee or Refugee Alien Other _____
11. Non-U.S. Citizen Only: Resident Alien Number: _____ Date Card Issued: _____ (Copy of both sides of card required)

ADDITIONAL DOCUMENTATION MAY BE REQUESTED BY THE INSTITUTION

I do hereby swear or affirm that the above-named applicant meets all requirements indicated in the category checked above for classification as a Florida "resident for tuition purposes". I understand that a false statement in this affidavit will subject me to penalties for making a false statement pursuant to 837.06, Florida Statutes, and that a false statement in this affidavit may subject the above-named student to the penalties for making a false or fraudulent statement.

 Signature of Applicant in ink and of Person Claiming Florida Residency if other than Applicant Date

NON-FLORIDA RESIDENTS ONLY

I understand I do not qualify as a Florida resident for tuition purposes for the term for which this application is submitted and that if I should qualify for a future term, it will be necessary for me to file the required documentation prior to the beginning of the term in order to be considered for Florida residency classification.

 Signature of Applicant in ink Date