



## APPLICATION FOR ADMISSION

**Please Note:** In compliance with the Sex Offender and Crimes Against Minors Registry, a portion of this information will be submitted to the Virginia State Police.

- Name: \_\_\_\_\_  
Prefix (Mr., Mrs., etc)    First    Full Middle    Last    Suffix (Jr. Sr., etc.)
- Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
See privacy statement, which can be obtained in the Admissions Office.
- Former name: \_\_\_\_\_  
First    Full Middle    Last
- Date of birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(Month)    (Day)    (Year)
- In what type of class will you be enrolling? \_\_\_\_\_ Credit classes    \_\_\_\_\_ Non-credit classes
- Have you previously attended, applied for admission to, or been employed by any Virginia Community College?  
\_\_\_\_\_ Yes    \_\_\_\_\_ No    **If yes, SIS ID (Empl ID), if known:** \_\_\_\_\_
- What term will you begin classes? 20\_\_\_\_ Term: \_\_\_\_\_ Fall (Aug-Dec)    \_\_\_\_\_ Spring (Jan-May)    \_\_\_\_\_ Summer (May-Aug)
- Primary Phone (include area code): (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_
- Mailing address: \_\_\_\_\_  
(Street)    (City)    (State)    (ZIP)    (Country, if not USA)
- Current Residence: \_\_\_\_\_ (City/County) **Provide what you consider to be your location of residence. If you temporarily relocated to your current address to get an education, you should provide your previous location.**
- Have you lived in Virginia for the last twelve months? \_\_\_ Yes \_\_\_ No    If no, where else did you live? \_\_\_\_\_ (US state or foreign country)
- E-mail address: \_\_\_\_\_ **This address will be your unofficial e-mail address; you will be assigned an official e-mail address after enrolling in a qualified class.**
- Emergency Contact Information: \_\_\_\_\_  
First Name    Last Name    Relationship    Phone Number
- Employer: \_\_\_\_\_    15. Business phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ ext.: \_\_\_\_\_
- Ethnicity: \_\_\_ White \_\_\_ Black/African American \_\_\_ Hispanic/Latino \_\_\_ Asian \_\_\_ American Indian/Alaska Native    \_\_\_\_\_ Native  
\_\_\_ Hawaiian/Other Pacific Islander
- Gender: \_\_\_ Male \_\_\_ Female
- U.S. Citizen Status: \_\_\_ Native \_\_\_ Naturalized \_\_\_ Alien Permanent \_\_\_ Alien Temporary \_\_\_ Not reported or Not living in the U.S.  
**Note: If you have been a U.S. Citizen since birth, choose Native. If you became a U.S. Citizen after birth, choose Naturalized. If you are not a U.S. Citizen, choose one of the types of alien statuses based on your visa: "Alien Permanent," "Alien Temporary," or "Not reported or Not living in the US." Applicants must complete the remainder of the question on Citizen Status.**  
Country of Citizenship: \_\_\_\_\_ Permanent Status    \_\_\_\_\_ Resident Alien    \_\_\_\_\_ Asylum    \_\_\_\_\_ Refugee    A#: \_\_\_\_\_  
Visa Type: \_\_\_\_\_ Visa Expiration Date: \_\_\_\_\_  
If you chose "Not reported or Not living in the US," what Visa Status are you requesting? \_\_\_\_\_
- Primary Language: \_\_\_\_\_ English    \_\_\_\_\_ Other
- Military status: \_\_\_ No Military Service \_\_\_ Spouse \_\_\_ Dependent \_\_\_ Active duty \_\_\_ Active reserves  
\_\_\_ Inactive reserves \_\_\_ Retired \_\_\_ Veteran/VA Ineligible \_\_\_ Veteran    Branch: \_\_\_\_\_

*Please complete the rest of this form if you plan to pursue a credit program of study or credit classes. If you wish to be considered for in-state tuition rates, certain contract rates, or are planning to apply for Senior Citizen benefits, you must also complete the Application for In-State Tuition. If you selected "non-credit" please sign and date the application.*

21. High School Information - Select your level of high school education:

High School (graduated or currently enrolled)  Home School (graduated or currently enrolled)  
 GED  No High School Diploma or GED  Foreign High School

High School Details: Name of School Attended/Attending: \_\_\_\_\_

Located in: \_\_\_\_\_  
City/County State Country

Actual or Anticipated Graduation Date: \_\_\_\_\_ If no H S Diploma or GED enter highest grade completed \_\_\_\_\_  
Month Day Year

**Only for Virginia high school graduates who graduated 2003 or after.**

Diploma Type:  Standard  Modified Standard  General Achievement  Advanced Studies  Other

22. Colleges/Universities attended. If you have taken any college classes, please list the most recent first. Indicate any degrees earned in the last column with an **A** for Associate, **B** for Bachelor's, **M** for Master's, **D** for Doctorate, or **P** for Professional Degree. If you have not earned a degree, leave the Degrees column blank.

College or University	City, State/Country (if not USA)	Dates Enrolled	Degrees

23. Are you eligible to enroll at the college you attended last?  Yes  No

24. Family Educational Background:

**Father's Highest Education:**  Do Not Know  Less than High School  Attended High School  
 Graduated from High School  Attended College  Received an Associate's Degree  Received a Bachelor's Degree  
 Received a post-Bachelor's Degree

**Mother's Highest Education:**  Do Not Know  Less than High School  Attended High School  
 Graduated from High School  Attended College  Received an Associate's Degree  Received a Bachelor's Degree  
 Received a post-Bachelor's Degree

25. Educational Goals: *(Financial Aid students must check "yes" and enroll in an approved plan of study. Include specialization/sub-plan, if applicable).*

Yes, I plan to pursue a degree, certificate, or diploma from my community college. Plan of study \_\_\_\_\_ (Refer to the college's list of academic plans).

No, I do not plan to pursue a degree at this time. Reason for taking classes (**check only one**):

Upgrading current job skills  Developing skills for new job  Exploring career options  
 Pursuing personal interest or general knowledge  Currently pursuing degree at another college (transient/visitor)  
 Planning to pursue a degree at another college (non-degree/transfer)

**High School Applicants:**  HS Stdnt - HS & College Credit  HS or Home Schooled-No HS Crd  HS Both Dual/Non-Dual  
 HS Stdnt Adult Learning (age 21 and over and **not** for GED programs or Middle College)

*Residents of Virginia who meet certain criteria may qualify for in-state tuition rates, which are significantly lower than out-of-state rates. To see if you qualify, you will need to complete an Application for In-State Tuition.*

Eligibility for in-state tuition is pursuant to Section 23-7.4, Code of Virginia. Please contact the college admissions office if you have any questions.

*I certify under penalty of disciplinary action that all of the information is complete and accurate. I agree to supply the college with supporting documentation related to my application, if I am requested to do so.*

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent/Legal Guardian's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
(If under 18 years of age)

*This institution promotes and maintains educational opportunities without regard to race, color, sex, ethnicity, religion, gender, age (except when age is a bona fide occupational qualification), disability, national origin, or other non-merit factors. Employer, date of birth, sex, and race information are used for research, reporting, and management of student records.*



# APPLICATION FOR IN-STATE TUITION

Eligibility for in-state tuition is pursuant to Section 23-7.4, [Code of Virginia](#).  
Please contact the college Admissions Office if you have any questions.

- Applicant's Name: \_\_\_\_\_ Date of birth: \_\_\_\_/\_\_\_\_/\_\_\_\_  
First Full Middle Last (mm) (dd) (yy)
- Are you a U.S. citizen? \_\_\_Yes \_\_\_No  
If "No", are you a permanent resident? \_\_\_Yes \_\_\_No  
If "Yes," what is your "A number"? \_\_\_\_\_ If "No," what is your immigration status? \_\_\_\_\_
- Are you on active duty in the U.S. Armed Forces? \_\_\_Yes \_\_\_No  
If "Yes," is Virginia listed on your Leave and Earnings Statement (LES)? \_\_\_Yes \_\_\_No  
If active duty, Official Duty Station: \_\_\_\_\_ Reporting Date: \_\_\_\_\_ Duration of Orders: \_\_\_\_\_  
mm/dd/yyyy mm/dd/yyyy
- Are you the dependent of an active duty member in the U.S. Armed Forces? \_\_\_Yes \_\_\_No  
If "Yes," is Virginia listed on the Leave and Earnings Statement (LES) of the person of whom you are a dependent?  
If active duty, Official Duty Station: \_\_\_\_\_ Reporting Date: \_\_\_\_\_ Duration of Orders: \_\_\_\_\_
- Are you retired or discharged from the U.S. Armed Forces? \_\_\_Yes \_\_\_No If "Yes," date of discharge/retirement: \_\_\_\_\_  
mm/dd/yyyy
- Are you the dependent of someone retired or discharged from the U.S. Armed Forces? \_\_\_Yes \_\_\_No If "Yes," date of discharge/retirement: \_\_\_\_\_  
mm/dd/yyyy
- Please choose and check the domicile on who you want to base your eligibility for in-state tuition:  
 **Parent's Domicile:** Choose this option if you receive over half of your financial support or you are claimed as a tax dependent by your parents.  
 **Legal Guardian's Domicile:** Choose this option if you are under the custody of a court-appointed legal guardian.  
 **Spouse's Domicile:** Choose this option if you are married and want to claim eligibility for in-state tuition based on your spouse's domicile.  
 **Your Domicile:** Choose this option if you want to claim eligibility for in-state tuition based on your own domicile. **If you are under the age of 24, your eligibility must be based on your parent or legal guardian unless one of the following applies: (Check all that apply.)**  
 I have legal dependents other than my spouse.  
 I am a ward of the court or was a ward of the court until age 18.  
 I am married.  
 Both of my parents are deceased and I have no adoptive parent or legal guardian.  
 I am financially self-sufficient.  
 I have a bachelor's degree and I am working on a graduate degree.  
**You may be required to supply "clear and convincing evidence" of your status.**
- Provide the name of the person upon whom you are basing your domicile: \_\_\_\_\_  
(First) (Middle) (Last)

Using the above person's information, answer the questions below.

- Is the above person a U.S. citizen? \_\_\_Yes \_\_\_No If "No," is he/she a permanent resident? \_\_\_Yes \_\_\_No  
If "Yes," what is his/her "A number"? \_\_\_\_\_ If "No," what is his/her immigration status? \_\_\_\_\_
- Is the above person on active duty in the U.S. Armed Forces? \_\_\_Yes \_\_\_No  
If "Yes," is Virginia listed on his/her Leave and Earnings Statement (LES)? \_\_\_Yes \_\_\_No  
If active duty, Official Duty Station: \_\_\_\_\_ Reporting Date: \_\_\_\_\_ Duration of Orders: \_\_\_\_\_  
mm/dd/yyyy mm/dd/yyyy
- Is the above person retired or discharged from the U.S. Armed Forces? \_\_\_Yes \_\_\_No  
If "Yes," date of discharge/retirement: \_\_\_\_\_ State on LES prior to discharge: \_\_\_\_\_  
mm/dd/yyyy
- Is the above person a dependent of someone retired or discharged from the Military? \_\_\_Yes \_\_\_No  
If "Yes," date of discharge/retirement: \_\_\_\_\_ State on LES prior to discharge: \_\_\_\_\_  
mm/dd/yyyy
- Has the above person lived in Virginia for the last 12 months? \_\_\_Yes \_\_\_No If "No," where did you live? \_\_\_\_\_  
State or Country
- For the last year, did the above person (select only one):  
 file Virginia income taxes on all earned income  reside in a state without income tax  
 file as a resident in another state  have no taxable income  
 file as a resident in Virginia and as a non-resident in another state
- For the past twelve months, has the above person lived out-of-state, worked in Virginia, and paid Virginia income taxes on at least \$10,712 of earned income? \_\_\_Yes \_\_\_No

For the last year, has the above person:

- held a Virginia Drivers license or Virginia DMV ID? \_\_\_Yes \_\_\_No If "No," has the above person held a Drivers license or DMV ID to any other state? \_\_\_Yes \_\_\_No
- owned or operated a motor vehicle in Virginia? \_\_\_Yes \_\_\_No If "No," has the above person owned or operated a motor vehicle in any other state? \_\_\_Yes \_\_\_No
- been registered to vote in Virginia? \_\_\_Yes \_\_\_No If "No," has the above person been registered to vote in another state? \_\_\_Yes \_\_\_No

**Please note: If you knowingly provide erroneous information to evade payment of out-of-state tuition and fees, you will be charged out-of-state tuition and fees for each term attended and may be subject to dismissal. Random audits of this information will be performed. I certify under penalty of disciplinary action that all of the information is complete and accurate. I agree to supply the college with supporting documentation related to my application, if I am requested to do so.**

Signature of Applicant

Date

Signature of Parent, Legal Guardian, or Spouse

Date