

APPLICATION FOR EARLY ADMISSION/ RETURNING EARLY ADMISSION UPDATE



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www.macomb.edu



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EARLY ADMIT STUDENT CHECKLIST

1. Complete the Early Admit Application

Be sure to complete all areas of the application! A complete application will assure that your paperwork is processed quickly. The application can be completed electronically, but must be printed for signatures. Electronic signatures are not accepted.

For those students who do not have a current photo ID, we **strongly suggest** applying for a State of Michigan ID card through the Secretary of State. Current photo identification is required when entering Macomb Community College and the State ID is the easiest way to prove identity and residency. *Note that it may take up to three weeks for the card to be received.*

All home-schooled students, as well as all students who have not completed grade 10 by the time they will attend Macomb, are required to attend an Early Admit meeting prior to submitting their application. To register for the meeting, call 586.498.4008.

2. Submit Application to the Office of Admissions & Outreach

Center Campus: G110 Fax: 586.445.7140

South Campus: G224 Fax: 586.226.4787

E-mail: earlyadmit@macomb.edu

If you have a valid email on your application, we will email your acceptance letter, (if no email is submitted, the letter will be mailed) which will include your User ID Number. You will need this number *to complete the remaining steps and through out your time at Macomb.*

You will need to submit a new application (steps 1 & 2) and register yourself (step 8) each semester that you attend Macomb Community College in the early admit/dual enrollment program. You only need to complete steps 3–7 one time.

3. Activate “My Macomb” Account

“My Macomb” is Macomb Community College’s electronic student service site. You will use “My Macomb” to register for classes, view class schedule, access grades and transcripts, pay tuition, and access student information. The link to “My Macomb” is found in the top right corner of Macomb’s website (www.macomb.edu). When the login screen appears, click on the “Activate My Macomb Account” near the bottom of the box.

4. Participate in New Student Orientation

Complete online orientation through your “My Macomb” account. It is self-paced and can be completed from any computer with internet access. It will take approximately 30-45 minutes to complete. Click the New Student Orientation link under Applications on the “My Macomb” home page.

5. Prepare for the Placement Test

Students are strongly encouraged to prepare prior to placement testing. Preparation resources can be found in “My Macomb.” After logging in, click on the “My Macomb Menu.” From the menu, select “Student Services,” then select “Testing,” then select “Placement Testing,” and “Preparation Resources.”

6. Obtain a Macomb OneCard

You will need your User ID Number and a photo ID (driver’s license, state ID or high school yearbook can be used) to take your picture. You must bring proof of your current address (mail addressed to student that is not from Macomb Community College, state identification, etc.). The Macomb One Card will be mailed to students 16 years of age or older after registering for classes.

7. Take the Placement Test

The Placement Test is an evaluation of your current skill level in English, reading, and math to ensure readiness for college courses. Testing is completed on a walk-in basis in the Placement Testing Office. To access location and hours go to “My Macomb” and click on the “My Macomb Menu.” From the menu select “Student Services,” then select “Testing,” then select “Placement Testing,” and “Placement Testing Home.” Location and hours can be found under “Contact Us.” tab on the left side of the screen. Testing is not timed, so it is important that you do your best and take your time when completing the test. You can expect testing to last 1½–2 hours. You will need your User ID Number and a photo ID to take the Placement Test.

8. Register for Classes

Students register online through “My Macomb” at www.macomb.edu. Click on “Current and Former Students,” then click on “Registration.”

Directions on how to register can be found in “My Macomb.” Click the “My Macomb Menu,” then select “Records and Registration Services,” then select “Registration,” and “Adding a course.”

Be sure to carefully review terms & conditions which you agree to at the time of registration.

Early Admission Application/ Returning Early Admission Update Form

Incomplete or illegible applications will not be processed. An application must be completed and submitted for each semester of attendance as an early admission student. **Completed applications may be turned in to the Office of Records & Registration (G Building), faxed to 586.226.4787/586.445.7140 or scanned to earlyadmit@macomb.edu. Please call 586.498.4008 to confirm receipt of your faxed application.**

Requested Semester

Fall 20_____ (August/September) Winter 20_____ (Jan) Spring/Summer 20_____ (May/June)

Student Information

New Early Admission Student Returning Early Admission UIC# _____
FROM HIGH SCHOOL

MACOMB USER ID# _____ SOCIAL SECURITY NUMBER _____ DATE OF BIRTH (MM/DD/YYYY) _____

LAST _____ FIRST _____ MIDDLE _____

ADDRESS _____ CITY _____ STATE _____ ZIP CODE _____

COUNTY _____ SCHOOL DISTRICT (IN WHICH YOU CURRENTLY RESIDE) _____

HOME PHONE NUMBER. (WITH AREA CODE) _____ CELL PHONE NUMBER. (WITH AREA CODE) _____ EMAIL ADDRESS _____

EMERGENCY CONTACT NAME _____ PHONE NUMBER (WITH AREA CODE) _____

Gender: Male Female

Ethnic Origin: *If this information is submitted, it will not be used as a factor in the admission process.*

Hispanic/Latino Non-Hispanic/Latino

In addition select one or more of the following racial categories to describe yourself.

White American Indian or Alaskan Native Asian
 Black or African American Native Hawaiian or other Pacific Islander Not Listed

Citizenship

Are you a U.S. citizen? Yes No If not a U.S. citizen, country of citizenship: _____

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SCHOOL NAME _____

EXPECTED HIGH SCHOOL GRADUATION DATE (MM/YYYY) _____

12th 11th 10th 9th
Grade during semester requested

Immigration Status

Note: *Visa holders must provide a copy of visa to earlyadmit@macomb.edu, fax (586.445.7140 or 586.226.4787) or in person (G building) before application can be processed.*

Action

H-1B Visa Temporary Employment L-1 Visa Temporary Employment—International Employer

Permanent Resident _____

ALIEN NUMBER

Refugee/Asylee Undocumented

Other Visa Status _____

SPECIFY TYPE

Military Affiliation

- Dependent of Active Member of Military
 Dependent of member of National Guard/Military Reserves
 None of the above

School Authorization

The school district has approved the student for the following program (select one):

- High School Sponsored (Dual Enrollment* — Public School) State Sponsored (Dual Enrollment* — Non-Public School)
 Self-Pay (School district still must complete this section) Macomb Scholar Macomb Leader

_____ SCHOOL OFFICIAL NAME	_____ TITLE
_____ SIGNATURE	_____ DATE
_____ SCHOOL NAME	_____ PHONE NUMBER (WITH AREA CODE)

NO. OF CLASSES ELIGIBLE TO TAKE AT MCC THIS SEMESTER _____ \$ AUTHORIZED AMOUNT PER CLASS _____ INCLUDES BOOKS

***If Dual Enrollment program has been approved/selected above, the school authorizes Macomb Community College to bill school district (public high school) or State of Michigan (non-public high school) for charges incurred by the student until maximum funding is reached.**

Questions regarding payments or billing, please contact sponsoredbilling@macomb.edu or call 586.445.7492.

Approved Courses

(If student registers for courses other than those listed here, student must submit revised authorization from school official).

Preferred Macomb Community College course(s)
(i.e. English Comp—ENGL 1210)

Alternative Macomb Community College course(s)
(i.e. English Comp—ENGL 1210)

1. _____

1. _____

2. _____

2. _____

Parent/Legal Guardian and Student Agreement and FERPA Release of Student Information

PARENT LAST NAME

PARENT FIRST NAME

SOCIAL SECURITY NUMBER

RELATIONSHIP TO STUDENT

I understand, that if for any reason the high school (public high school students) or State of Michigan (non-public high school students) does not cover costs, I will be held responsible for the charges if my student fails to drop courses during the 100% refund period. Refund dates are listed for each course on the My Class Schedule/Registration Statement on My Macomb. Failure to pay will result in a "HOLD" on all records and future registrations. Delinquent accounts are turned over to a collection agency, assessed a 25% delinquent fee and reported to credit bureaus.

PARENT SIGNATURE

DATE

STUDENT SIGNATURE

DATE

The student releases any and all information in his/her student record to parents/guardians or those listed below in order to assist with the student's needs while attending Macomb Community College as an Early Admit Student.

Please list first and last names, relationship, date of birth and last 4 digits of Social Security Number of all approved individuals.

_____ NAME (FIRST AND LAST)	CHECK ONE <input type="checkbox"/> Parent <input type="checkbox"/> Guardian <input type="checkbox"/> Other _____ RELATIONSHIP TO STUDENT	_____ DATE OF BIRTH	_____ LAST 4 DIGITS OF SSN
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A & O Use Only

PERC Image Now Staff Initials _____ Date _____