MESSAgE FrOM thE DirECtOR OF ADMiSSiONs

Dear Prospective DCC Student:

We’re pleased that you’re considering attending Dutchess Community College. Whether you’re interested in coming to DCC for an affordable, supportive start on the first two years of a bachelor’s degree, or to pursue a career after earning an associate degree or certificate, our faculty and staff are committed to helping you achieve your goals.

Tuition at DCC is the lowest in the state — enabling you to complete your freshman and sophomore years of college without the financial strain typically associated with higher education. Using DCC as the foundation for a bachelor’s degree, our graduates have saved tens of thousands of dollars and, with the help of our transfer specialists, continued on to prestigious colleges and universities nationwide.

At DCC, you’ll find almost 60 programs and a lively, engaging, collaborative campus community rich with opportunities for personal and academic growth. Join a student club, activity or one of our intercollegiate sports teams.

If you want to know more about DCC, need help deciding which academic path to follow, or have any questions at all, don’t hesitate to ask. Call (845) 431-8010 or email admissions@sunydutchess.edu. To learn more, visit sunydutchess.edu/admissions — and be sure to visit campus for an information session and tour.

Good luck with your studies. We hope to see you soon!

Best wishes,

Michael C. Roe

P.S. DCC’s first on-campus residence hall opened in fall 2012! The contemporary, suite-style housing is designed to meet the needs of traditional-age students who wish to combine the quality and affordability of a DCC education with the experience of living away at college. To learn more, visit sunydutchess.edu/dorm. (Students must be enrolled full time in an Associate Degree program in order to be eligible for housing.)

Dutchess Community College is pleased to offer the Charles E. and Mabel E. Conklin Scholarship for Academic Excellence to Dutchess County students who graduate in the top 10% of their class. The scholarship offers two years of full tuition to qualifying students.

You may qualify for this scholarship if:
• You are a Dutchess County resident graduating in June from a New York state approved high school located in Dutchess County, New York or a high school designated by New York for Dutchess County residents;
• Your rank, as calculated by your high school, is in the top 10% of your graduating class. Your high school must calculate your grade point average on the basis of your high school career through the 12th grade, mid-year point.
• You place into college-level English and math.

Call the Admissions Office at (845) 431-8010 to obtain an application for the Conklin Scholarship or go to sunydutchess.edu/admissions.
1. a. Name: ________________________________________________   ___________________________   ____________________
   Last                                                                                                   First                                                      Middle
   b. If you have academic records under another name, please indicate:
   Former Last Name ____________________________________    First Name ___________________________________

2. Social Security Number: __ __ __--__ __ --__ __ __ __               3. Date of Birth: ___ ___ /___ ___ /___ ___ ___

4. a. Are you applying for full-time or part-time study? ☐ Full-time (12+ credits) ☐ Part-time (1-11 credits)
   b. Semester for which you are applying:
   ☐ Fall 20______    ☐ Spring 20______

5. Academic Program Choice (Required): _____________________________ If unsure, please see list on back cover.

6. a. Mailing Address: ____________________________________________________________________________________
   Street
   _____________________________________________________________
   City   County    State  Zip Code  Country (if not U.S.)
   b. Permanent Address:  __________________________________________________________________________________
   (If different)   Street
   _____________________________________________________________
   City   County    State  Zip Code  Country (if not U.S.)

7. Telephone: (Home) __________________________________________    (Cell) ___________________________________

8. Gender:  ☐ Male    ☐ Female

9. Are you a U.S. citizen? ☐ Yes    ☐ No    If no, country of citizenship _______________________________________
   If no, do you have a ☐ Visa   ☐ Permanent Resident Card   ☐ Work Permit   ☐ Other Documentation

10. Check here if English is not your native language. ☐ What is your native language? _____________________________

11. a. Are you Hispanic/Latino? ☐ Yes    ☐ No
   b. If Hispanic/Latino, is your background (select one): ☐ Central American   ☐ Dominican
   ☐ Mexican    ☐ Puerto Rican   ☐ South American   ☐ Other Hispanic/Latino

12. Is your race (select one or more):    ☐ American Indian or Alaskan Native    ☐ Asian
   ☐ Black or African American    ☐ Native Hawaiian or Other Pacific Islander    ☐ White

13. Email: _____________________________________________________@__________________________________________

14. If you are under 21 years of age: Parent(s) Name ___________________________________________________________
   a. Parent’s Email: __________________________________________@__________________________________________

15. a. Indicate your Secondary Education Status. Mark only one:
   ☐ Graduated or will graduate    ☐ Withdrew from High School    ☐ Completed NY GED   ☐ Completed non-NY GED
   from High School    ☐ Home Schooled    ☐ Completed NY HSE
   b. Enter date of High School Graduation, High School Withdrawal or completion of GED/HSE.
   (List only month and year.)

16. High School: ________________________________________________   ___________________________   ____________________
   Name                                                                                                   City    State  Zip
17. Indicate whether you are applying as a Freshman (have not taken college-level work after high school graduation) or as a Transfer (have taken college-level work after high school graduation): Freshman ☐ Transfer ☐

18. a. While in high school, did you receive (or do you expect to receive) college credits before graduation? Yes ☐ No ☐

18. b. If yes, check all that apply (you must request official college transcripts or AP score reports in order to earn college credits: Advanced Placement (AP) ☐ International Baccalaureate (IB) ☐ Course taken in high school or at a college prior to graduation: College Name __________________________

☐ Other __________________________

19. College Education: List all colleges and universities previously attended (including DCC):

<table>
<thead>
<tr>
<th>College Name</th>
<th>City/State</th>
<th>Dates Attended/# of credits earned</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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<td></td>
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<td></td>
</tr>
</tbody>
</table>

20. Are you applying for the Educational Opportunity Program? Yes ☐ No ☐

21. Are you interested in receiving information about our on-campus suite-style residence hall? Yes ☐ No ☐

22. Military status: Active Military Duty ☐ Dependent of Active Duty ☐ Dependent of Veteran ☐ National Guard or Active Reserve ☐ Veteran ☐ Other __________________________

23. If you are a student with a documented disability who is in need of accommodation, please contact the Office of Accommodative Services at (845) 431-8055.

24. a. Have you ever been convicted of a felony? (not including youthful offender status) Yes ☐ No ☐

24. b. Have you been dismissed from a college for disciplinary reasons? Yes ☐ No ☐

Applicant Signature: __________________________ Date: __________________________

EDUCATION Current high school students should have their counselor/advisor complete 25 - 27 below.

If your school does not calculate or disclose exact rank in class, we would appreciate your estimating this student’s rank as nearly as possible.

25. High School CEEB Code: ____________

26. a. Rank in class is _________ out of _________ (class size)  b. High School Average (at time of application): ________

27. Is this an IEP diploma or CDOS credential? Yes ☐ No ☐

Signature of School Official: ______________________________________________________________________________________

If you have any questions concerning any part of this application, or Dutchess Community College’s Admissions procedures, please contact the DCC Admissions Office.

Telephone: (845) 431-8010 | Fax: (845) 431-8605 | TTY#: (845) 431-1906

The staff of Dutchess Community College is very proud of its campus and facilities, and invites prospective students to visit! Please call the Admissions Office at the number above to make arrangements.

Dutchess Community College is committed to the principle of equal opportunity in education and employment and does not engage in unlawful discrimination based on an individual’s race, color, national origin, religion, creed, age, disability, sex, gender identity, sexual orientation, familial status, pregnancy, predisposing genetic characteristics, military status, domestic violence or dating violence victim status, or criminal conviction in the execution of its educational programs, activities, employment, daily operations or admission policies, in accordance with all applicable federal, state and local laws.

Please send completed application to: Admissions Office
Dutchess Community College | 53 Pendell Road | Poughkeepsie, NY 12601
(845) 431-8010
DCC Placement Test Information

For information about DCC placement testing, sample test questions, and the current testing schedule, visit our website at www.sunydutchess.edu/testing.

To ensure academic success in college, ALL new students are required to participate in a mandatory placement-testing program. DCC uses a computerized test that assesses skills in writing, reading and mathematics. The test is untimed, with most students finishing the full test within 2-3 hours. Some students, both new and continuing, may need to take individual tests based on course/curriculum requirements. Individual tests range from 30 to 75 minutes in length.

Do I need to take the Placement Test if I took college courses?
Students who have successfully completed college-level English and/or math may have portions of this test waived. College transcripts are required in order to waive the placement test. Advanced Placement exams and SAT or ACT scores also can be used to waive portions of the test.

Reminders for Your Testing Day:
• Go to the Admissions Office (SSC 101) prior to testing to pick up your Placement Testing Referral Form.
• Personal calculators are not permitted. A pop-up calculator will appear for some questions.
• A Picture ID is required.
• For walk-in testing, students must arrive between the times listed on the website above. No appointment necessary, except as indicated below.

Testing Accommodations
The computerized placement test (for writing, reading and math) is untimed. If you are a student in need of testing accommodations beyond extended time, please contact the Office of Accommodative Services at (845) 431-8055, for information regarding documentation requirements and process. All accommodations MUST be approved by Accommodative Services prior to scheduling your placement test with the Office of Academic Services & Testing.

If English is not your first language, please contact Academic Services at (845) 431-8090 regarding the ESL placement test.

Authorization for Release of Medical/Immunization Records

IMMUNIZATION REQUIREMENTS
New York Public Health Law 2165 requires any student born on or after January 1, 1957 taking six or more credit hours to provide proof of immunity to Measles, Mumps and Rubella. Proof can be obtained through immunization records, positive blood titres, or physician documented history of measles or mumps. Students who are taking online courses and do not attend classes at any of our sites do not have to comply with these requirements. Medical and religious exemptions must provide physician or religious documentation. You can obtain immunization records from your high school, prior or current college, military service or health care provider.

I hereby authorize

__________________________________________
Name of High School, previous College, or Physician
to forward my medical health form and/or immunization record to:

Dutchess Community College
Health Office
53 Pendell Road
Poughkeepsie, NY 12601

Phone: (845) 431-8075
Fax: (845) 431-8504

Name: (please print)

Last             First             Middle

Birthdate:_______________________________________

Alternative name (maiden or legal change in name):

Last             First             Middle

Date of graduation or last year of attendance in high school/college:__________________________

Signature:_____________________________________

Date:__________________________________________
MESSAGE FROM THE DIRECTOR OF FINANCIAL AID

Dear Prospective DCC Student:

The Office of Financial Aid at Dutchess Community College realizes that attending college is one of the most important investments you’ll ever make. And since finances are critical to your college career, the Office of Financial Aid provides students with complete and accurate financial aid information and assistance through counseling services, publications, a website and mailings. The Office of Financial Aid processes applications for all financial aid awards in a timely and efficient manner, maximizing financial aid awards from all possible sources.

Financial aid is defined as any grant, scholarship, loan, or employment opportunity given with the express purpose of assisting students with education-related expenses. Financial aid is available for qualified students and is awarded on the basis of financial need and the availability of funds.

Please be aware that failing to apply by June 1 could prevent the receipt of certain limited types of financial assistance as they are awarded on a first come, first served basis. Students who wish to live in our residence hall should complete financial aid paperwork by May 1.

Even if you think you will not qualify for financial aid, we urge you to file the Free Application for Federal Student Aid (FAFSA) at fafsa.gov. It is easy to complete, and you may find that you will qualify for some form of aid.

The Office of Financial Aid at Dutchess assists more than 5,000 students each academic year.

Please be assured that we are here to assist you. Feel free to contact our office at (845) 431-8030 or sunydutchess.edu/financial if you have a question or if we can help you in any way.

We look forward to seeing you on campus!

Susan L. Mead

Residence Hall

On-campus housing is now available for full-time students interested in combining the quality, affordability and other benefits of a DCC education with the experience of living away at school. Conklin Hall features fully furnished two-, four-, five- and six-person suites that include two bathrooms, a living room and kitchenette (with sink, microwave and full-sized refrigerator).

Students from counties other than Dutchess and Putnam must have a high school average of at least 70 in order to be eligible to live in the residence hall (interview required for students between 70-74.9), and those who have stronger academic records will have an advantage in the housing award process. Those who do not meet the academic requirements may attend DCC but not live on campus until completing at least one full-time semester and demonstrating satisfactory progress. Students transferring from another college with a GPA of below 2.0 will be individually considered for housing.

For more information visit sunydutchess.edu/dorm, email studenthousing@sunydutchess.edu or call (845) 790-3676.
Any student who qualifies under the Americans With Disabilities Act, Title 1, and/or Section 504 of the Rehabilitation Act of 1973, Sub Part A, is guaranteed certain protections and rights to accommodations at Dutchess Community College, once the appropriate documentation has been provided.

How do I apply for academic accommodations or disability related services?
It is your responsibility to contact the Office of Accommodative Services. Identification of your disability will not influence or affect your admission to the College. All documentation must be mailed/brought to:

The Office of Accommodative Services
Dutchess Community College
53 Pendell Road
Poughkeepsie, NY 12601

Phone: (845) 431-8055
Fax: (888) 965-6996
Email: AccommodativeServices@sunydutchess.edu

Educational Opportunity Program
(845) 431-8037

Dutchess Community College is committed to providing educational support and resources for qualifying students.

The Educational Opportunity Program (EOP) supports motivated students from New York state who, due to limited financial resources and inadequate academic preparation, have not had the same opportunity as others to achieve their academic potential. Our students demonstrate the ability to successfully complete a program of higher education if provided with additional support services designed to ensure their academic success. EOP students are enrolled in the same degree-granting programs as traditionally admitted students.

Since EOP is a limited enrollment program, interested students should apply as early as possible.

ARE YOU ELIGIBLE FOR EOP?
• Have you been a New York state resident for at least one year?
• Have you earned a New York state high school diploma or its equivalent?
• Do you meet the income guidelines?
• Will you be enrolled in college for the first time?
• Will you be full-time (at least 12 college credits)?
If you answered yes to all of these questions, you may be eligible for EOP.

ADMISSION PROCEDURE
• Complete a DCC Application for Admission; on question #20 mark “yes” to be considered for EOP
• Transfer students previously enrolled in HEOP/EOP should obtain a letter of verification from the previous college or inform us as soon as possible
• File your FAFSA (Free Application for Federal Student Aid) as soon as possible
• Provide the EOP Office with a copy of your Federal Income Tax Return from the previous two years and W-2 form
• Call (845) 431-8037 to set up an appointment with the program coordinator

EOP Income Guidelines 2015-16* New York state residents only.

<table>
<thead>
<tr>
<th>Household Size (including head of household)</th>
<th>Total Annual Income in Previous Calendar Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$21,775</td>
</tr>
<tr>
<td>2</td>
<td>$29,471</td>
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<tr>
<td>3</td>
<td>$37,167</td>
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<tr>
<td>4</td>
<td>$44,863</td>
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<tr>
<td>5</td>
<td>$52,559</td>
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<tr>
<td>6</td>
<td>$60,225</td>
</tr>
<tr>
<td>7</td>
<td>$67,951</td>
</tr>
<tr>
<td>8</td>
<td>$75,647**</td>
</tr>
</tbody>
</table>

Exceptions to Income Guidelines
• The student’s family is the recipient of Family Assistance or Safety Net payments through the New York State Office of Temporary and Disability Assistance, or through a county Department of Social Services, or Family Day Care payments through the New York State Office of Children and Family Assistance;
• The student lives with foster parents who do not provide support for college and the student’s natural parents provide no such support;
• The student is a ward of the state or county.

*Subject to change for 2015-16. **Plus $7,511 for each additional family member in excess of eight.
**DUTCHESS COMMUNITY COLLEGE PROGRAMS**

You must select a curriculum to be a degree-seeking student (see admissions application question 5)

<table>
<thead>
<tr>
<th>PROGRAM</th>
<th>DEGREE</th>
<th>PROGRAM</th>
<th>DEGREE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCHITECTURAL AND CONSTRUCTION TECHNOLOGIES</td>
<td></td>
<td>GENERAL STUDIES (GSP)</td>
<td>A.S.</td>
</tr>
<tr>
<td>Architectural Technology (ARC)</td>
<td>A.A.S.</td>
<td>HUMAN SERVICES</td>
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</tr>
<tr>
<td>Construction Technology Management (CNS)</td>
<td>A.A.S.</td>
<td>Human Services (HMS)</td>
<td>A.S.</td>
</tr>
<tr>
<td>ART</td>
<td></td>
<td>Psychology Advisement Track</td>
<td></td>
</tr>
<tr>
<td>Art Studies (ASP)</td>
<td>A.S.</td>
<td>Sociology Advisement Track</td>
<td></td>
</tr>
<tr>
<td>Visual Arts (VAT)</td>
<td>A.S.</td>
<td>Social Work Advisement Track</td>
<td></td>
</tr>
<tr>
<td>AVIATION SCIENCE</td>
<td></td>
<td>Child Care (CHC)</td>
<td>A.A.S.</td>
</tr>
<tr>
<td>Aviation Management (AVM)</td>
<td>A.S.</td>
<td>Mental Health Assistant (CMH)</td>
<td>A.A.S.</td>
</tr>
<tr>
<td>Aviation Science: Pilot (AVI)</td>
<td>A.S.</td>
<td>Chemical Dependency Counseling (CDC)</td>
<td>Certificate</td>
</tr>
<tr>
<td>BUSINESS</td>
<td></td>
<td>Child Care: Direct Care (DRC)</td>
<td>Certificate</td>
</tr>
<tr>
<td>Accounting (ACC)</td>
<td>A.A.S.</td>
<td></td>
<td></td>
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<tr>
<td>Business Administration (BUS)</td>
<td>A.A.S.</td>
<td></td>
<td></td>
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<tr>
<td>Business Administration (Transfer) (BAT)</td>
<td>A.S.</td>
<td></td>
<td></td>
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<tr>
<td>Paralegal (PAL)</td>
<td>A.A.S.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bookkeeping (BOK)</td>
<td>Certificate</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paralegal Certificate (PL)</td>
<td>Certificate</td>
<td></td>
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</tr>
<tr>
<td>COMMUNICATIONS AND MEDIA ARTS (COM)</td>
<td>A.S.</td>
<td>LIBERAL ARTS AND SCIENCES</td>
<td></td>
</tr>
<tr>
<td>COMPUTER INFORMATION SYSTEMS</td>
<td></td>
<td>Humanities and Social Sciences (LAH)</td>
<td>A.A.</td>
</tr>
<tr>
<td>Computer Information Systems (CIS)</td>
<td>A.A.S.</td>
<td>Advisement Track for Creative Writing and</td>
<td></td>
</tr>
<tr>
<td>C++/Java Advanced Programming (CJC)</td>
<td>Certificate</td>
<td>Informational Writing</td>
<td>A.A.</td>
</tr>
<tr>
<td>Computer Networking (CNC)</td>
<td>Certificate</td>
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<tr>
<td>Computer Software Support (SSC)</td>
<td>Certificate</td>
<td></td>
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</tr>
<tr>
<td>Web Administration (WAC)</td>
<td>Certificate</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Information Management (INM)</td>
<td>A.S.</td>
<td>Mathematics (EDM)</td>
<td>A.S.</td>
</tr>
<tr>
<td>COMPUTER SCIENCE (CPS)</td>
<td>A.S.</td>
<td>Spanish (EDP)</td>
<td>A.S.</td>
</tr>
<tr>
<td>CRIMINAL JUSTICE</td>
<td></td>
<td>Early Childhood Education (Birth - Grade 2)</td>
<td>A.S.</td>
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<tr>
<td>Criminal Justice (Transfer) (CRT)</td>
<td>A.S.</td>
<td>and Childhood Education (Grades 1-6)</td>
<td>A.S.</td>
</tr>
<tr>
<td>EARLY CHILDHOOD</td>
<td></td>
<td>MEDICAL AND ALLIED HEALTH TECHNOLOGIES</td>
<td>A.A.S.</td>
</tr>
<tr>
<td>Early Childhood (ECH)</td>
<td>A.A.S.</td>
<td>Clinical Laboratory Technology</td>
<td></td>
</tr>
<tr>
<td>Early Childhood Caregiver (ECC)</td>
<td>Certificate</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGINEERING SCIENCE AND TECHNOLOGIES</td>
<td></td>
<td>Emergency Medical Technician - Paramedic (PAR)</td>
<td>A.A.S.</td>
</tr>
<tr>
<td>Electrical Technology (ELT)</td>
<td>A.A.S.</td>
<td>Phlebotomist (PDC)</td>
<td>Certificate</td>
</tr>
<tr>
<td>Engineering Science (Transfer) (ENR)</td>
<td>A.S.</td>
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<td></td>
</tr>
<tr>
<td>Telecommunications Technology: Verizon (TEN)</td>
<td>A.A.S.</td>
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</tr>
<tr>
<td>Advanced Science and Mathematics Studies (ASM)</td>
<td>Certificate</td>
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<td></td>
</tr>
<tr>
<td>Air Conditioning and Refrigeration Technology (ACR)</td>
<td>Certificate</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EXERCISE SCIENCE AND WELLNESS (ESW)</td>
<td>A.S.</td>
<td>PERFORMING ARTS</td>
<td>A.S.</td>
</tr>
<tr>
<td>FIRE SCIENCE</td>
<td></td>
<td>Performing Arts (PFA)</td>
<td>Certificate</td>
</tr>
<tr>
<td>Fire and Occupational Safety (FIR)</td>
<td>A.S.</td>
<td>Music Performance (MPC)</td>
<td>Certificate</td>
</tr>
<tr>
<td>Fire Protection Technology (FPT)</td>
<td>A.A.S.</td>
<td></td>
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</tbody>
</table>

A.A. = Associate in Arts • A.S. = Associate in Science • A.A.S. = Associate in Applied Science

Note: Gainful employment information for certificate programs is available, as required by law, on the College website, sunydutchess.edu.