

APPLICATION FOR ADMISSION OR READMISSION



Your College. Your Future.

Welcome Center: (860) 215-9016
welcomecenter@threerivers.edu

Financial Aid Office: (860) 215-9040
financialaidhelp@threerivers.edu

Veterans Office: (860) 215-9235

Mail the completed application to:
Admissions Office
Three Rivers Community College
574 New London Turnpike
Norwich, CT 06360

www.threerivers.edu

IMPORTANT DEADLINES:

Application: Recommended application deadline is **two weeks before** the semester or session begins.

Financial Aid: Recommended deadline to be eligible for maximum grant aid is **May 1**.

Registration: Registration ends **the day before** the semester or session begins.

CHECKLIST

- ☐ Provide your social security number
- ☐ Provide your date of birth
- ☐ Provide cell phone contact information
- ☐ Provide an active email address
- ☐ Sign the application

Your TRCC Admissions Acceptance Letter will be sent to the email address you provide on your application.



CONNECTICUT STATE
COLLEGES & UNIVERSITIES
BOARD OF REGENTS FOR HIGHER EDUCATION

Step 1 **APPLY FOR ADMISSION**

- ❑ Students interested in enrolling at Three Rivers Community College must complete an application for admission. Fill out and return the application form with the \$20 application fee or apply online at www.threerivers.edu (select the "Apply Online" link). You will need a credit card to complete an online application. Former applicants or students of any Connecticut Community College do not need to pay the \$20 application fee. Once we process your application you will receive an acceptance letter to the **email address** you provided on your application. If the application fee is not included with your application, payment will be collected at the time of registration.

Step 2 **APPLY FOR FINANCIAL AID**

- ❑ Students are strongly encouraged to complete the online Free Application for Federal Student Aid (FAFSA) using the Three Rivers Community College school code "009765." You may complete the financial aid application at www.fafsa.ed.gov. Seven days after completing this process, contact the Three Rivers Financial Aid Office at (860) 215-9040 or log into www.my.comnet.edu to find out your eligibility status. Instructions for logging into myCommNet will be provided with your emailed acceptance letter.

Step 3 **SUBMIT SUPPORTING DOCUMENTATION**

- ❑ **Proof of high school completion** or equivalent is required for students seeking a degree or certificate, as well as students applying for financial aid. Submit a copy of your high school transcript with graduation date, high school diploma, or GED certificate.
- ❑ **Immunization requirements** - Connecticut State Law requires all full-time students and part-time matriculating (degree and certificate seeking) students to be adequately immunized. More information, including exemptions from this requirement, is provided in the Admissions section of our college website and in the State Immunization Policy form included with this application.
- ❑ **Course Placement for English and/or math**
 - **Prior College:** Students who have successfully completed college level math and/or English credits may fulfill the Course Placement requirement when they provide an academic advisor with unofficial transcripts of prior coursework.
 - **SAT and/or ACT Scores (if available):** Please submit a copy of your scores to the Admissions Office.
 - **High School Transcript (required if you graduated within the last 5 years):** Please submit a copy of your transcript to the Admissions Office.
 - **Accuplacer Placement Test:** Required for all new, first-time college students.

*NOTE: Three Rivers recommends that you provide us with these documents at the time of application, but we can begin the admission process if these items are still pending. However, all documentation must be received before you will be permitted to register for classes.

Step 4 **REGISTER FOR CLASSES**

Payment of fees is expected at the time of registration.* An official financial aid award can be applied as payment. Payment plans are available for students registering for 6 or more credits.*

- ❑ **New, First-Time** college students must attend an **Advising and Registration Workshop**** to register for their first semester courses and learn about degree programs and strategies for college success. Once you have taken a placement test and submitted all supporting documents, you will be directed to sign up for an Advising and Registration Workshop and choose your classes.
- ❑ **Transfer and Readmitted** college students (those who have previously attended college) will meet with an advisor to review previous college work and select classes. Transfer/Readmitted students should bring copies of their prior college transcripts in order to facilitate the registration process. Detailed information on the registration process will be provided in your emailed acceptance letter.

After students register for their initial semester at TRCC, degree-seeking transfer students should have their official college transcripts sent to the Registrar's Office for an official transfer credit evaluation and to add these classes to their TRCC transcript.

*** The total tuition owed is payable by the payment date deadline specified by the College each semester. Contact the Cashier's Office at (860) 215-9026 for more information.**

****Advising and Registration Workshops may not be available for late applicants. Please visit the Welcome Center (Room A113) for information regarding late applications.**



574 New London Turnpike, Norwich, CT 06360

APPLICATION FOR ADMISSION

For Office use only Date _____
Application Fee paid Yes _____ No _____
Cash _____ Check # _____ Waived _____
Credit Card _____ Deferred _____
Banner @ _____

Please print clearly.

Applicant's Legal Name _____
(Last) (First) (Middle)

Former Last Name(s) _____
(Social Security Number) (Date of Birth) (Gender: M/F)

(SS# is requested for purposes of financial aid, Federal income tax benefits, provision of some College services, accuracy of student records and other business purposes.)

Mailing Address # and Street _____ **Apt** _____
City _____ **State** _____ **Zip** _____

Permanent Address # and Street _____ **Apt** _____
City _____ **State** _____ **Zip** _____

Telephone Home _____ **Work** _____ **Cell** _____

E-mail _____

(Your TRCC Admissions Acceptance Letter will be sent to this email address)

E-MAIL COMMUNICATIONS

I request the College forward to me at the e-mail address I have provided any correspondence, including personally identifiable information pertaining to me from College records that are protected by FERPA. Initial: _____

Have you ever attended this college? ☐ Yes ☐ No If yes, when? _____

Have you previously attended a CT Community College? ☐ Yes ☐ No If yes, where? _____

For which semester are you applying?

☐ Fall (Sept-Dec) ☐ Spring (Jan-May) ☐ Winter (Dec-Jan) ☐ Summer (June-July) Year _____

CITIZENSHIP

Are you a United States citizen? ☐ Yes ☐ No If no, are you a Permanent Resident? (Green Card holder) ☐ Yes ☐ No

INTERNATIONAL STUDENT INFORMATION

Are you an International Student who needs an I-20 form for an F1 Visa? ☐ Yes ☐ No

Other Visa Holder (indicate type) _____ Visa Admission Number _____

Visa Start Date _____ Visa End Date _____

International Address _____

ETHNICITY/ RACE

Please provide the following ethnicity and race data. This information is requested on a Voluntary basis by the U.S. Department of Education, National Center for Education Statistics. Your answer will not affect admission to or registration in the College.

Do you consider yourself to be Hispanic/Latino? ☐ Yes ☐ No

What is your race? (Select one or more) ☐ White(10) ☐ Black or African American(20) ☐ Asian(45)
☐ American Indian or Alaskan Native(50) ☐ Native Hawaiian or Other Pacific Islander(80) ☐ Other(90)

FAMILY EDUCATIONAL BACKGROUND

Do either of your parents hold a Bachelor's Degree (4-year College Degree) or higher? ☐ Yes ☐ No

ACADEMIC BACKGROUND

Do you have a High School Diploma? ☐ Yes ☐ No ☐ Pending Graduation Year _____

Name of High School _____ Town _____ State _____ Country _____

Do you have a General Equivalency Diploma (GED)? ☐ Yes ☐ No Year _____ GED Number _____ Town/State _____

Do you have an Adult High School Diploma? ☐ Yes ☐ No Graduation Year _____ Town/State _____

Do you have a Home School Diploma? ☐ Yes ☐ No Graduation Year _____ Town/State _____

Have you participated in the High School Partnership Program through the CT Community Colleges? ☐ Yes ☐ No

Have you participated in the College Career Pathways/Tech Prep Program through the CT Community Colleges? ☐ Yes ☐ No

MILITARY STATUS

Are you currently on active duty with the U.S. armed forces? ☐ Yes ☐ No (ACTD)

Are you currently a member of the National Guard or Reserve? ☐ Yes ☐ No (NGRE)

Have you ever served in the U.S. armed forces? ☐ Yes ☐ No (VET1)

Are you a dependent of a member of the U.S. armed forces? ☐ Yes ☐ No (VETD)

If you answered "Yes" to any of these questions you may be entitled to benefits and you should meet with the College's Veterans Certifying Official (VCO).

IN-STATE TUITION

1. I am eligible for in-state tuition because I have continuously resided in Connecticut for at least one year and Connecticut is my permanent home.
_____ Yes _____ No

2. Even though I answered "No" to the question above, I claim and can demonstrate through documentation that I am eligible for in-state tuition.
_____ Yes _____ No

Out-of-state students may be eligible for a reduced tuition rate through the NEBHE program. For details, see the college catalog or website.

3. ____ Check here if applying under the New England Regional Student program (NEBHE).

If you answered "Yes" to question #2 or checked question #3, you must submit a "Declaration of Eligibility for In-State or NEBHE Tuition" for review and determination of eligibility.

DEGREE PROGRAM In which Degree/Certificate program are you planning to enroll? _____

Use list of major/codes included with this application.

Please write major name and code above.

*If you chose the **General Studies or Liberal Arts and Sciences degree program** please indicate your area of interest below.*

Select your area of interest from the insert included with this application. _____

HIGHEST DEGREE LEVEL ACHIEVED (check one only)

☐ No High School Diploma or GED (01)

☐ High School Diploma or GED (02)

☐ Some College (06)

☐ Undergraduate Certificate (05)

☐ Associate's Degree (07)

☐ Bachelor's Degree (08)

☐ Master's Degree (09)

☐ Other Advanced Degree (10)

☐ Doctoral Degree (11)

☐ First Professional Degree (JD, MD, DDS, LLB) (12)

☐ Sixth-Year Certificate (13)

EDUCATIONAL GOALS (check one only)

☐ Certificate (credit) (CT)

☐ Transfer without an Associate's Degree (DN)

☐ Improve English Skills/Proficiency (ES)

☐ Associate's Degree (DG)

☐ Job Preparation/Retraining Course (JB)

☐ Developmental (College Preparation) Education (DV)

☐ Fulfill other college's requirement (AC)

☐ Job Promotion (JP)

☐ Unsure at this time (UN)

☐ Transfer with an Associate's Degree (DT)

☐ Personal Development Course(s) (PD)

☐ Other Goal (NL) _____

PREVIOUS COLLEGE BACKGROUND

College/University Name	State	Dates of Attendance	Graduation Date	Degree Awarded
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_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

EMPLOYMENT INFORMATION

☐ Employed Full Time

☐ Employed Part Time

☐ Unemployed

Name of Employer _____ Address of Employer _____

Title/Position _____ Does your Employer have a Tuition Reimbursement Program? ☐ Yes ☐ No

CONSENT FOR THE DISCLOSURE OF EDUCATION RECORDS

I understand that to maintain accurate student records, including the records pertaining to my attendance at the College and for other necessary business purposes, the College may need to release or provide access to personally identifiable information in its records pertaining to me to another College in the Community College System or to the System's administrative office. Accordingly, I hereby authorize the College to release or allow access to such information to those indicated for the purposes described.

Initial: _____

I certify with my signature below that I am the applicant and that the information I have provided above is accurate. If admitted, I pledge to comply in good faith with all the rules and regulations of the College. I realize that any misleading information provided by me on this application may be cause for dismissal. I understand that information collected in this application is for reporting purposes only and will not be used in the selection process for admission.

Student Signature _____ Date _____

Parent/Guardian Signature (if under 18) _____ Date _____

I acknowledge that by signing this application I give TRCC permission to print my name and academic major in the commencement brochure, to have my academic major announced at the graduation ceremony and to have my photo/image taken and possibly used by the College as a part of its publicity and marketing efforts if I choose to attend. Call the Registrar's Office if you have any questions regarding this information.