



COLLEGE ACADEMY

High School Partnership Program

***The small college that
does great things!***

**PROGRAM ADMISSION
& INFORMATION**

Park Place East • Winsted, CT 06098
(860) 738-6300
www.nwcc.commnet.edu

COLLEGE ACADEMY



APPLICATION FOR ADMISSION

For Office use only

Date _____

Banner ID @ _____

Received _____ Entered _____

Entered by _____

Admit type _____ Student Type _____

Ability to Benefit met ☐ Yes ☐ NoApplication fee paid ☐ Yes ☐ NoCash ☐ Check # _____ Waived ☐Credit Card _____ Deferred ☐

STUDENT INFORMATION

Applicant's Legal Name _____
Last First Middle

Former Last Name (s) _____

Social Security Number (required by Federal Law) (____-____-____)

Birth date ____ - ____ - ____
MM DD YYYYMailing Address _____
No and Street Apt. # City State ZipPermanent Address _____
No and Street Apt. # City State ZipTelephone Home _____ Work _____ Cell _____
Area Code Area Code Area CodeEmail _____ Gender Male ☐ Female ☐Have you previously attended this college? ☐ Yes ☐ No If Yes, when? _____Have you previously attended a CT Community College? ☐ Yes ☐ No If Yes, where? _____For what semester are you applying? ☐ Fall ☐ Spring ☐ Summer ☐ Winter Year _____

CITIZENSHIP

Are you a United States citizen? ☒ Yes ☐ NoIf not, are you a Permanent Resident (green card holder)? ☐ Yes ☐ No

ETHNICITY

- ☐ White (non-Hispanic) (10) ☐ Hispanic (30) ☐ American Indian/Alaskan native (50)
☐ Black (non-Hispanic) (20) ☐ Asian/Pacific Islander (40) ☐ Prefer Not to Respond (60)
☐ Other (60) specify _____

FAMILY EDUCATIONAL BACKGROUND

Does either of your parents hold a Bachelor's degree (four year college degree) or higher? ☐ Yes ☐ No

MILITARY STATUS

Are you a United States Veteran? ☐ Yes ☒ NoAre you currently on active military duty? ☐ Yes ☐ NoAre you currently a dependent of an active military family? ☐ Yes ☐ No

CONNECTICUT RESIDENCY

Are you a legal resident of Connecticut? ☒ Yes ☐ No

Connecticut law requires that a student be a citizen or permanent resident living in Connecticut for 12- months prior to the beginning of the semester to be eligible to receive in-state tuition.

DEGREE STATUS

Non Degree

HIGHEST EDUCATIONAL LEVEL (check one only)

☒ No High School Diploma or GED (01)

EDUCATIONAL GOALS (check one only)

- ☐ Certificate (Credit) (CT) ☐ Transfer without an Associate Degree (DN) ☐ Improve English skills/proficiency (ES)
☐ Associate Degree (DG) ☐ Job preparation/retraining course (JB) ☐ Developmental (college preparation) education (DV)
☐ Fulfill another college's requirement(s) (AC) ☐ Job Promotion (JP)
☐ Transfer with an Associate Degree (DT) ☐ Personal Development course(s) (PD) ☐ Unsure at this time (UN)
☒ Other goal (NL) **College Academy**

ACADEMIC BACKGROUND

Do you have a high school diploma? ☐ Yes ☒ No ☐ Pending Graduation Year (anticipated or actual) _____
Name of high school _____ Town _____ State _____ Country _____
Do you have a general equivalency diploma? (GED) ☐ Yes ☒ No Year _____ GED # _____ Town/ State _____
Do you have an adult high school diploma? ☐ Yes ☒ No Year _____ Town/State _____
Do you have a home schooled diploma? ☐ Yes ☒ No Graduation Year (anticipated or actual) _____
Have you participated in the High School Partnership program through the CT Community Colleges? ☒ Yes ☐ No
Have you participated in the Tech Prep program through the CT Community Colleges? ☐ Yes ☐ No

PREVIOUS COLLEGE BACKGROUND

College Name	State	Dates of Attendance	Graduation Date	Degree Awarded

Degree or Certificate students who wish to have their credits transferred, must submit official transcript(s) to the Admissions Office. If you wish to receive consideration for exemption from placement testing enclose an unofficial transcript.

INTERNATIONAL STUDENT INFORMATION

Are you an International Student who needs an I-20 form for an F-1 Visa? ☐ Yes ☒ No
Other Visa Holder (indicate type) _____ Visa Admission Number _____
Visa Start Date _____ Visa End Date _____
DD-MM-YY DD-MM-YY
International Address _____

EMPLOYMENT INFORMATION

Check appropriate option: ☐ Employed full-time ☐ Employed part-time ☐ Not employed
Name of Employer _____
Town and State of Employer _____
Title/Position _____ Does your employer have a tuition reimbursement program? ☐ Yes ☐ No

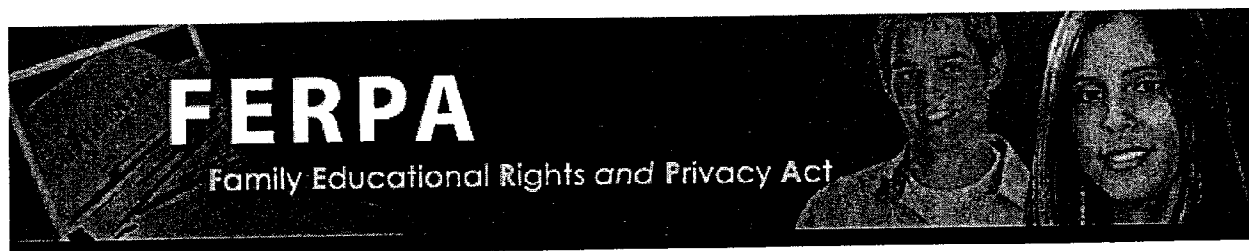
TERMS OF ACCEPTANCE

To the best of my knowledge and belief the information given on this application is complete and accurate. I realize that failure to disclose fully and accurately all facts relating to this application could be grounds for suspension. If admitted, I will comply with all the rules and regulations of the College.

By signing this admission form, I do/do not (circle one) consent to the release by NWCCC and its employees of my education records (or any information from my education records) maintained by the College to my parent(s) and to officials of the high school I attend for the purpose of my academic goal..

Date

Signature of Applicant



What is directory information?

Institutions may disclose information of a student without violating FERPA if it has designated that information as "directory information." For NCCC as well as the other Connecticut Community Colleges, directory information includes a student's:

- Name
- Address
- Dates of attendance
- Full time or part time enrollment status
- Awards and honors
- Graduation date

How does a student authorize release of his or her education records in the form of an academic transcript?

Students must authorize the release of their transcripts by written requests with signatures or by completing and signing transcript request forms available in the Office of the Registrar or on the NCCC web page. There is no fee for unofficial transcripts. The receipt of written request via fax with signature to release an education record is permissible.

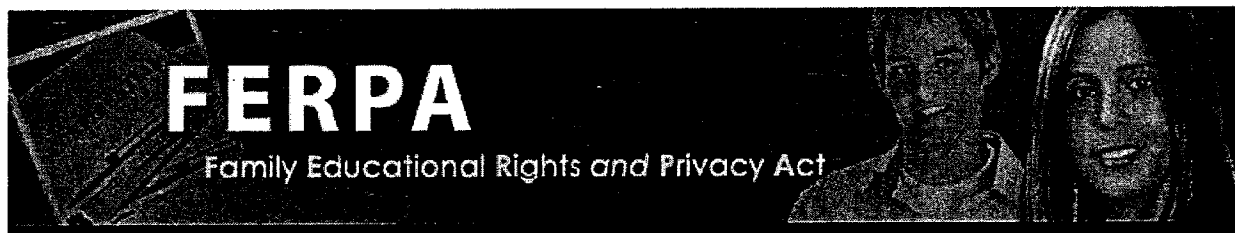
When is the student's consent NOT required to disclose information?

When the disclosure is:

- To school officials (defined in policy) who have a "legitimate educational interest";
- To federal, state, and local authorities involving an audit or evaluation of compliance with educational programs;
- In connection with financial aid (this includes veteran's benefits);
- To organizations conducting studies for or on behalf of educational institutions;
- To parents of a dependent student as defined by the Internal Revenue Code;
- To a person in response to a lawfully issued subpoena or court order, as long as the college first makes a reasonable attempt to notify the student. Normally, the college will comply with a subpoena after two weeks have elapsed from the day the subpoena was received;
- In a health or safety emergency;
- To release directory information; and,
- To release the results of a disciplinary hearing to an alleged victim of a crime of violence.

How does a student refuse to allow the College to release their directory information?

A student has the right to refuse to permit the College to release directory information about the student, except for school officials with a legitimate educational interest and others as indicated in previous paragraph. To do so, a student choosing to exercise this right must notify the Office of the Registrar in writing at Park Place East, Winsted CT 06098. Once filed, this notification becomes a permanent part of the student's record until the student instructs the College, in writing, to remove it. A *Request for Nondisclosure of Directory Information* form is available in the Registrar's Office or via the College's website at www.nwcc.commnet.edu.



F What is FERPA?

The Family Educational Rights and Privacy Act of 1974 helps protect the privacy of student education records. The Act provides for the right to inspect and review education records, and the right to limit disclosure of information from the records. The intent of the legislation is to protect the rights of students and to ensure the privacy and accuracy of education records. The Act applies to all institutions that are recipients of federal aid administered by the Secretary of Education.

E What rights does FERPA afford students with respect to their education records?

- The right to inspect and review their education records within 45 days of the day the college receives a request for access
- The right to request an amendment to the student's education records that the student believes are inaccurate and misleading
- The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.
- The right to file a complaint with the U.S. Department of Education concerning alleged failures by the college to comply with requirements of FERPA.

The name and address of the office that administers FERPA is:
Family Policy Compliance Office
U.S. Department of Education
400 Maryland Ave., SW
Washington, DC 20202-4605

R Who is protected under FERPA?

Students who are currently or formerly enrolled, regardless of their age or status in regard to parental dependency are protected under FERPA. Students who have applied to but have not attended an institution and deceased students do not come under FERPA guidelines.

P What are education records?

With certain exceptions, an education record is any record (1) from which a student can be personally identified and (2) maintained by the college. A student has the right of access to these records.

Education records include any records in whatever medium (handwritten, print, email, magnetic tape, film, diskette, etc.) that is in the possession of any school official. This includes transcripts or other records obtained from a school at which a student was previously enrolled.

A What is not included in an education record?

- Sole possession records or private notes held by school officials that are not accessible or released to other personnel.
- Records relating to individuals who are employed by the institution (unless contingent upon attendance);
- Records relating to treatment provided by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional and disclosed only to individuals providing treatment; and
- Records of an institution that contain information about an individual obtained only after that person is no longer a student at that institution, i.e., alumni records.
- Law enforcement or campus security records that are solely for law enforcement purposes and maintained solely by the law enforcement unit.



College Academy is a joint program between Northwestern Connecticut Community College and its area high schools. Courses are scheduled on campus in a special afternoon block from 1:00 – 2:20 on Mondays and Wednesdays or Tuesdays and Thursdays. Tuition and fees are paid for through the Community-Technical College High School Partnership program. Students are responsible for their books, required to attend all classes and the high school will decide on transportation.

Students must complete the College Academy application which establishes a college record and a subsequent college transcript. When applying to other colleges the student must indicate they have college credits and arrange for an official transcript be sent to the other institution. If the student cannot complete the course for any reason s/he must complete the withdrawal form signed by the high school representative and submitted to the College before the withdrawal deadline. This may affect the students' future Financial Aid status. No incompletes will be given.

Attached is a flier explaining the Family Education Rights and Privacy Act (FERPA). The Family Educational Rights and Privacy Act of 1974 helps protect the privacy of student education records. The Act provides for the right to inspect and review education records, and the right to limit disclosure of information from the records. The intent of the legislation is to protect the rights of students and to ensure the privacy and accuracy of education records. The Act applies to all institutions that are recipients of federal aid administered by the Secretary of Education. Students who are currently or formerly enrolled, regardless of their age or status in regard to parental dependency are protected under FERPA. Signatures below will be considered a release allowing the students' information to be shared with the high school and parents.

Students must be a junior or senior, sixteen years of age or older, maintain a B average and be recommended by their high school. In addition, as for all new students, they will take a placement test in English and/or Mathematics. Those who have SAT scores of 550 or higher for math and 450 or higher for English do not need to test.

All College Academy students must attend an orientation program at the college scheduled before the start of classes. Times and dates will be determined.

I understand and agree with the conditions for participation in the College High program at Northwestern Connecticut Community College.

Student signature

date

Parent signature

date

High School Administrator

date

"COLLEGE ACADEMY" at Northwestern Connecticut Community College

3/10/09 REVISED

Shaded Blocks = suggested sequence (part 1 fall, part 2 Spring)

FALL 2009 August 31 through December 21, 2009

CRN	Subj	Numb	Sect	Title	Credit	Bldg	Room	Instructor	Prerequisite
Mondays & Wednesdays, 1:00-2:20pm									
3388	ART*	298	01	Special Topic: The Art-Science Connection	3	Art & Science	214	DiOrio, Barbara & Hunter, Karen	none
3406	CJS*	108	01	Intro to Crime Scene Documentation	3	Founders Annex	110	Flebotte, Scott	none
3415	CSC*	298	01	Audio Technology	3	Founders Annex	112	Gow, Michael P	none

Tuesdays & Thursdays, 1:00-2:20pm									
3082	BBG*	210	01	Business Communication	3	Founders Annex	010	Royals, Valerie	Accp >= ENG 101 & MAT 095
3031	COM*	173	02	Public Speaking	3	Art & Science	209	Treat, Jessica	none
3155	DSC*	101	01	Visual-Gestural Communication	3	Green Woods	304	Ayantola, Job	none
3412	HIS*	213	01	The U.S. Since World War II	3	Founders Hall	306	Bryda, Todd	Accp >= ENG 101 or SAT >450
3157	PHL*	111	01	Ethics	3	Art & Science	205	Johnson, Carol	Accp >= ENG 101 or SAT >450

WINTER 2010 January 4 through January 14, 2010

CRN	Subj	Numb	Sect	Title	Credit	Bldg	Room	Instructor	Prerequisite/Accuplacer
Monday through Thursday, 1:00-2:20pm									
	CSC*	109		Programming Fundamentals	1	Founders Annex	112	Gow, Michael P	None
The College will also be scheduling career and college-oriented workshops that will be available during the Winter Break. Topics and speakers TBA.									
The workshops will not carry college credit but will provide meaningful, educational activities for College Academy students.									

SPRING 2010 January 19 through May 14, 2010**

CRN	Subj	Numb	Sect	Title	Credit	Bldg	Room	Instructor	Prerequisite/Accuplacer
Mondays & Wednesdays, 1:00-2:20pm									
	CSC*	298		Game Programming	3			Gow, Michael P	CSC* 109 (Winter Session)
	GEO*	101		Intro to Geography	3			Hager, W Gregory	none
	MUS*	101		Music History & Appreciation I	3				none

Tuesdays & Thursdays, 1:00-2:20pm									
	ART*	298		Special Topic: The Art-Science Connection	3			DiOrio, Barbara & Hunter, Karen	none
	ASL*	101		American Sign Language I	3				none
	BMG*	202		Principles of Management	3			Royals, Valerie	Accp >= ENG 101 & MAT 095
	COM*	173		Public Speaking	3				none
	PHL*	111		Ethics	3				Accp >= ENG 101 or SAT >450

Tuesday & Thursday Evenings at 5:30pm (as a third course in College High)									
	AST*	111		Intro to Astronomy	4	NWR7 High		Hayes, Guy	Accp >= MAT 135/137
				Lecture: Tue & Thur, 5:30-6:50pm		Lab: Tuesdays, 7:00-9:00pm			

** from May 18 through the end of the public school year, the College will be scheduling a modified version of our College Success course. This course is a series of seminars intended to guide students with the transition from high school to college. Topics and speakers TBA.