

Application for Admissions

www.nsc.edu

120 White Bridge Road
Nashville, TN 37209-4515



APPLICATION INSTRUCTIONS:

Nashville State's classes are considered to be web-enhanced. Faculty have an expectation that students will use a computer and the Internet to complete assignments, engage in online discussions, and access various course materials through Desire2Learn (D2L) course shells. Computers are available for student use at each campus during campus open hours.

First-time College Student

(No prior college attendance)

1. Complete Application for Admissions.
2. Submit Official ACT Report (Not required if 21 years of age or Older. Applicants 21 or older can take the ACCUPLACER Test). Official ACT report can be requested by writing to American College Testing Program, PO BOX 414, Iowa City, Iowa 52240. ACT scores on official high school transcripts are acceptable, as are SAT scores.
3. Students will be placed into college-level courses based on ACT sub scores of 19 or higher in Math and Reading and 18 or higher in English. SAT sub scores must be 450 or higher in Writing and 460 or higher in Math and Reading. Learning Support will be required for students who place below those score ranges.
4. Request high school to forward official transcript to Office of Admissions.
5. If eligible by GED or high school equivalency, have official copy sent directly from reporting institution to Office of Admissions.
6. Complete Hepatitis B Waiver Form and Proof of Measles, Mumps, Rubella, and Varicella (chicken pox) Immunization.
7. Provide proof of citizenship or lawful presence.

Re-Admit

(Previously attended NSCC)

1. Complete Application for Admissions.
2. Applicants who have attended other institutions since attending NSCC must have an official transcript forwarded from **each** institution.
3. Provide proof of citizenship or lawful presence.

Transfer

[Previously attended college(s)]

1. Complete Application for Admissions.
2. Request an official transcript be forwarded directly to NSCC from **each** college, business, or technical school attended and high school.
3. Transfer students without previous English or Math course work will be required to take the appropriate portion of the ACCUPLACER placement test prior to registration. Students who took the placement test at another Tennessee Board of Regents institution **should have ACCUPLACER scores sent to the Office of Admissions.**
4. Complete Hepatitis B Waiver Form and Proof of Measles, Mumps, Rubella, and Varicella (chicken pox) Immunization.
5. Provide proof of citizenship or lawful presence.

Non-Degree Seeking

College Student *(Not pursuing a degree, but taking college level courses)*

1. Complete Application for Admissions.
2. Applicants under the age of 21 must submit official high school or GED transcript/high school equivalency.
3. Submit an official transcript from each college attended, if applicable, to meet pre-requisites for courses.
4. Complete Hepatitis B Waiver Form and Proof of Measles, Mumps, Rubella, and Varicella (chicken pox) Immunization.
5. Provide proof of citizenship or lawful presence.

Transient Student

(Transferring courses back to another institution)

1. Complete Application for Admissions.
2. Submit an official transcript from **each** institution attended or Transient Student Request Form.
3. Complete Hepatitis B Waiver Form and Proof of Measles, Mumps, Rubella, and Varicella (chicken pox) Immunization.
4. Provide proof of citizenship or lawful presence.

Continuing Education (CED) *(Workforce and Community Development)*

1. Complete Application for Admissions.
2. Applicants under the age of 21 must submit official high school or GED transcript/high school equivalency.
3. Complete Hepatitis B Waiver Form and Proof of Measles, Mumps, Rubella, and Varicella (chicken pox) Immunization.
4. Provide proof of citizenship or lawful presence.

College Credit for ACT English Subscore SAT Critical Reading Score

Applicants who have a valid ACT English subscore of 27 or higher or a valid SAT Critical Reading score of 610 or higher may receive credit for English 1010. ACT/SAT scores must be less than three years old to be considered valid.

Dual Enrollment and High School Programs

The office of K-12 programs handles application procedures for all Dual-Enrollment students. There is a separate application for these programs. For questions regarding Dual Enrollment, please call 615-353-3269.

TN eCampus

Go to www.tnecampus.org for more info.

For questions regarding TN eCampus, please call 615-353-3461.

International Student

The Office of Admissions handles application procedures for all International Students. International students with questions should call 615-353-3219.

Information for Students with Disabilities

If you have a learning or physical disability and want information on the types of services that are available, please call 615-353-3721.

Application for Admissions



Please send application and official transcript(s) to: Office of Admissions
120 White Bridge Road
Nashville, TN 37209-4515

Applicants must complete every item on this form, sign and date. All credentials provided to the college become the property of the college and cannot be forwarded or returned. All credentials will be maintained in an active status for a period of 12 months. After this period, if you do not register for classes, all credentials will be relocated to an inactive status and must be submitted again before an admissions decision will be made. **Please complete with black or blue ink.**

Student Social Security Number:

____ - ____ - ____ - ____ - ____ - ____

Please note: Refusal to disclose your social security number or failure to supply a correct social may result in a fine from the IRS.

Please indicate the semester and year you plan to attend:

Fall/Year _____ Spring/Year _____ Summer/Year _____

Full Legal Name:

_____ Last _____ First _____ Middle _____

Permanent Home Address:

Length of residence at permanent address: _____ yrs.

Number _____ Street/Apt. # _____ P.O. Box _____

City _____ State _____ Zip Code _____ County _____ Country (if not U.S. Citizen) _____

Email address _____ Telephone number (please include area code) _____

Local Home Address (If different from Permanent Address) :

Number _____ Street/Apt. # _____ P.O. Box _____ Telephone Number _____

City _____ State _____ Zip Code _____ County _____ Country (if not U.S. Citizen) _____

Date of Birth:

_____ Month _____ Day _____ Year _____

Place of Birth:

_____ City _____ State _____ Country _____

Emergency Contact Information:

Name _____ Relationship _____

Address _____ Telephone Number _____

We request your completion of the following **for reporting purposes only**. This information will not be used to discriminate against any applicant in the admissions decision: **Gender:** Male Female

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

Select one or more of the following racial categories to describe yourself: White Black or African American

Asian American Indian Alaskan Native Native Hawaiian or Other Pacific Islander

All male U.S. citizens and non-citizens who take up residency in the United States of America before their 26th birthday must register with Selective Service prior to registering for classes at NSCC. This requirement does not apply to veterans and others exempt by federal law. **Indicate whether or not you have registered for the United States Selective Service:**

Yes No Exempt **Military Veteran:** Yes No

Check One: U.S. Citizen Foreign Citizen, non-immigrant Foreign Citizen, permanent U.S. resident

If non-U.S. resident, in what country do you hold citizenship? _____ Visa Number _____

What type of visa do you hold? _____ What is your native language? _____

No student will be classified as an in-state resident at NSCC by his/her mere presence as a student in the state of Tennessee.

Have you lived in Tennessee continuously since birth? Yes No

If no, when and why did you move to Tennessee? _____

Employment (for resident classification purposes only):

Are you currently employed? Yes (____Full-time, ____Part-time) Currently not employed

Have you previously applied for admission?

Yes No

If yes, which semester? _____ Year? _____

Please indicate your primary campus:

Main Campus/Nashville

Clarksville

Do you live in Christian, Logan, Todd or Trigg County, KY?

Yes No

Have you live there for more than one year?

Yes No

Dickson

East Davidson (Donelson)

Humphreys Co./Waverly

Southeast/Nashville (Antioch)

Under which classification do you wish to enroll? Check one:

Degree/Certificate Student:

First Time College Student
(no prior college attendance)

Re-Admit
(previously attended NSCC)

Transfer
[previously attended college(s)]

Certificate Program

Non-Degree Student:

Transient
(transferring courses back to another institution)

Seeking College Level Courses
____Math ____English ____Other

Continuing Education (CED)
(Workforce and Community Development Courses only)

ESL Courses Only

Intended Major: Please check degree or certificate you plan to receive from NSCC. **Omit this section if you checked any box under the Non-Degree Student column. Refer to Degree insert for a list of possible degree programs and concentrations.**

Degree Student: Associate of Arts (AA) Associate of Science (AS) Associate of Science in Teaching (AST)
 Associate of Applied Science (AAS)

_____ Degree Program

_____ Concentration (Only for AAS Degrees)

Certificate Student: Technical Certificate _____

High School Attended: _____

High School Address: _____
City State Zip Code County Country

Print your name as it appears on your high school transcript: _____

High School Graduation Date: _____

If you are not a high school graduate, have you earned the GED equivalency diploma? Yes No

Indicate date GED received: _____ Official scores must be sent to the Office of Admissions.

List all colleges/universities attended (including NSCC if you are re-enrolling). Official transcripts from ALL previous institutions must be sent directly to the Office of Admissions. It is the student's responsibility to obtain official transcripts.

Name and Location (Do not abbreviate college name)	Dates Attended (month/year)	Degree(s) Received	Name under which transcript issued

Immunization Health History Form
All Students Must Complete Top Portion

Name: _____
 Last First MI

Date of Birth: _____ Phone: (____) _____ Student ID Number: _____
 Month/Day/Year

(TO BE COMPLETED BY NEW APPLICANTS ONLY)

The General Assembly of the State of Tennessee mandates that each public or private postsecondary institution in the state provide information concerning measles, mumps, rubella, varicella, and hepatitis B infections to all students matriculating for the first time. Tennessee law requires that such students complete and sign a waiver form provided by the institution that includes detailed information about these diseases. The required information below includes the risk factors and dangers of these diseases as well as information on the availability and effectiveness of vaccines for persons who are at-risk for these diseases. The information concerning each disease is from the Centers for Disease Control and the American College Health Association.

The law does not require that students receive vaccination for enrollment. Furthermore, the institution is not required by law to provide vaccination and/or reimbursement for the vaccine.

Hepatitis B (HBV) Immunization:

Hepatitis B (HBV) is a serious viral infection of the liver that can lead to chronic liver disease, cirrhosis, liver cancer, liver failure, and even death. The disease is transmitted by blood and or body fluids and many people will have no symptoms when they develop the disease. The primary risk factors for Hepatitis B are sexual activity and injecting drug use. This disease is completely preventable. Hepatitis B vaccine is available to all age groups to prevent Hepatitis B viral infection. A series of three (3) doses of vaccine are required for optimal protection. Missed doses may still be sought to complete the series if only one or two have been acquired. The HBV vaccine has a record of safety and is believed to confer lifelong immunity in most cases.

Check only **one**:

- I hereby certify that I have read this information and I have had the entire series of the Hepatitis B vaccine.
- I hereby certify that I have read this information and I have elected not to receive the Hepatitis B vaccine.
- I hereby certify that I have read this information and I have elected to receive the Hepatitis B vaccine and/or I am in the process of receiving the complete three dose series of the Hepatitis B vaccine.

Measles, Mumps, Rubella (MMR) and Varicella Immunizations:

Measles, causes fever, rash, cough, runny nose, and red, watery eyes. Complications can include ear infection, diarrhea, pneumonia, brain damage, and death.

Mumps causes fever, headache, muscle aches, tiredness, loss of appetite, and swollen salivary glands. Complications can include swelling of the testicles or ovaries, deafness, inflammation of the brain and/or tissue covering the brain and spinal cord (encephalitis/meningitis), and, rarely, death.

Rubella causes fever, sore throat, rash, headache, and red, itchy eyes. If a woman gets rubella while she is pregnant, she could have a miscarriage or her baby could be born with serious birth defects.

Varicella (chickenpox) causes blister-like rash, itching, fever, and tiredness. Complications can include severe skin infection, scars, pneumo-nia, brain damage, or death.

You can protect against these diseases with safe, effective vaccination.

Check only **one**:

- I hereby certify that I have read this information and I have had the entire series of MMR and Varicella vaccines.
- I hereby certify that I have read this information and I have elected not to receive the MMR and Varicella vaccines.
- I hereby certify that I have read this information and I have elected to receive the MMR and Varicella vaccines and/or I am in the process of receiving the complete series of MMR and Varicella vaccines.

Signature of Student _____ Date _____
(Parent/Guardian must sign if student is under the age of 18)

For more information about these diseases and the vaccine schedules, please contact your local health care provider or consult the Center for Disease Control and Prevention Web site at www.cdc.gov/health/default.htm.

**Signature Page for Admissions Application
All Students Must Complete Top Portion**

Name: _____
 Last First MI

Date of Birth: _____ Phone: (____) _____
 Month/Day/Year

Application Agreement, Signature and Disclaimer (Please sign in blue or black ink).

If you are accepted as a student at this institution, there are certain performance tests you will be required to take during your academic career. It is a requirement of admission that you agree to take any tests deemed necessary by this institution. In those instances where tests are administered by an external entity, you hereby agree for the result of such tests to be released to that institution. The purpose of this agreement and requirement is to comply with the legislature's expressed intent that institutions regularly evaluate and improve instruction at all levels. Any test scores obtained under this agreement by Nashville State Community College will be treated with the strictest confidentiality as required by law.

The federal campus Sex Crimes Prevention Act and the Tennessee College and University Campus Sex Crimes Prevention Act of 2002 require that whenever a sex offender becomes employed, enrolls as a student or volunteers at an institution of higher education in the state of Tennessee, he or she must complete or update the Tennessee Bureau of Investigation (TBI) sexual offender registration/monitoring form and deliver it to TBI headquarters in Nashville. Students may obtain Tennessee Bureau of Investigation (TBI) Sexual Offender of Safety Offender Registration/Monitoring forms in the Office of Safety and Security, Office A-70A.

I understand that withholding information on this application or giving false information may make me ineligible for admission to, or continuation in, Nashville State Community College. Accordingly, I certify that all of the information and statements provided by me on this application are correct and complete. Further, if I am admitted to Nashville State Community College, I agree to abide by the rules and regulations of the institution.

In addition to the forgoing, the Tennessee Eligibility Verification for Entitlements Act requires an applicant for in-state tuition or state financial aid to attest under penalty of perjury that he or she is either a United States citizen or alien lawfully present in the United States. By submitting this application, I am attesting that I am either a United States citizen or alien lawfully present in the United States or I am not requesting any state benefits including in-state tuition.

I understand that this attestation is required by Tennessee law if I have applied for a state public benefit. I understand that Tennessee law requires me to provide documentation verifying the status indicated above prior to receipt of this state public benefit. I understand that knowingly and willfully making a false, fictitious, or fraudulent statement or representation shall subject me to liability under the Tennessee False Claims Act, Tennessee Code Annotated 4-18-101 et seq. I understand that if I am found to have made a false or misleading statement, my state public benefits may be rescinded or I may be disciplined by the college.

Signature _____ **Date** _____

In accordance with the Family Educational Rights and Privacy Act of 1974, as amended, applicants for admission and enrolled students are advised that the requested disclosure of their Social Security number to the Admissions Office is voluntary. Students who do not provide a Social Security number will be assigned a special nine-digit number. This special number or the Social Security number are used: (a) to identify such student records as applications for admission, registration and course enrollment documents, grade reports, transcript requests, certification requests, and permanent academic records and (b) to determine eligibility, certify school attendance, and report student status. Students are notified, however, that only the Social Security number may be used as an identifier for grants, loans, and other financial aid programs according to federal regulations. The student's Social Security number will not be disclosed to individuals or agencies outside Nashville State Community College except in accordance with the institutional policy on student records.

NSCC 03-18. NSCC is a TBR institution, AA/EEO employer, and does not discriminate against students, employees, or applicants for admissions or employment on the basis of race, color, religion, creed, national origin, sex, sexual orientation, gender identity/expression, disability, age status as a protected veteran, genetic information, or any other legally protected class with respect to all employment, programs and activities sponsored by NSCC. Inquiries regarding non-discrimination policies: Director of Human Resources, Human.Resources@nsc.edu, 120 White Bridge Road, 615-353-3305, The Nashville State policy on nondiscrimination can be found at www.nsc.edu/misc/non-discrimination-policy. Printer: Performance Business Forms 200 Blanton Ave., Nashville, TN 37210 Quantity: 35000 © 2017, NSCC.

Prepare to Transfer

****AA requires six hours of Foreign Language****

**Associate of Fine Arts (AFA) Associate of Science (AS), Associate of Arts (AA) Degrees,
Associate of Science in Teaching (AST)**

Associate of Fine Arts

Music

Associate of Science in Teaching

Early Childhood (Pre-K - 3rd Grade)
Elementary Education (K - 5)
Secondary Education (English)

University Parallel

Child Dev and Family Relations
General Studies
Geography
Healthcare Management
Health Sciences (AS Only)
Middle Grades Education (AS Only)
Pre-Law
Secondary Education (AS Only)

Tennessee Transfer Paths (TTP)

Accounting (AS Only)
Art-Studio (AA Only)
Biology (AS Only)
Business Administration (AS Only)
Chemistry (AS Only)
Civil Engineering (AS Only)
Computer Science (AS Only)
Criminal Justice (Southeast Campus)
Economics
Electrical Engineering (AS Only)
English (AA Only)
Exercise Science (AS Only)
Finance (AS Only)
History

TTP cont.

Information Systems (AS Only)
Management (AS Only)
Marketing (AS Only)
Mathematics (AS Only)
Mechanical Engineering (AS Only)
Philosophy
Physics (AS Only)
Political Science
Pre-Health Professions (AS Only)
Pre-Occupational Therapy (AS Only)
Pre-Phys Therapy (AS Only)
Psychology
Social Work
Sociology
Special Education (AS Only)
Speech Communication

Prepare to Enter the Workforce

****Not Designed for transfer to four-year institution****

Associate of Applied Science (AAS)

Accounting

Administrative Professional Technology

Business
Medical Business

Architectural, Civil, and Construction Engineering Technology

Architectural
Civil and Construction

Business

Entrepreneurship
Logistics
Management
Marketing and Retailing

Computer Information Technology

Cyber Defense
Networking
Programming
Systems Administration and Management
Systems Analyst

Criminal Justice (TN eCampus)

Culinary Arts (Southeast Campus Only)

Early Childhood Education

Electrical Engineering Technology

Electrical
Electronic

General Technology (Separate Admissions Required)

Healthcare Management

Management and Compliance
Medical Billing, Coding & Auditing

Hospitality and Tourism Management

Industrial Process Control Tech (Humphreys Co. Only)

Maintenance Technician
Process Technician

Law Enforcement (Southeast Campus Only)

Crime Scene Investigation
Police Administration

Occupational Therapy Assistant (Separate Admissions Required)

Paralegal Studies

Surgical Technology (Separate Admissions Required)

Visual Communications

Graphic Design
Multimedia Design
Photography
Web Design

Technical Certificate Programs

Accounting
Administrative Assistant
Architectural Engineering Tech
Civil & Constructional Engineering Tech
Central Processing (Separate Admissions)
Computer Aided Drafting
Culinary Arts (Southeast Campus Only)
Early Childhood Education

Healthcare Compliance
Information Security
Industrial Electrical Maintenance
Law Enforcement
Logistics
Mechatronics (Ft. Campbell Only)
Medical Coding
Music Technology

Photography
Retail Management
Supply Chain
Surgical Technology (Separate Admissions)
Required)
Transportation
3D Design and Graphics