

APPLICATION FOR ADMISSION



DAKOTA COUNTY

TECHNICAL COLLEGE

Real Education. Real Results.

WWW.DCTC.EDU

ADMISSIONS CHECKLIST

Admission to our academic programs operates on a first-come, first-served basis.
Applicants must complete the following to be eligible for admission:

- **Submit application for admission.** Complete attached application. Detach form and submit by mail, deliver to Student Services, or bring to Tuesday Campus Visit.
Apply online at dctc.edu/go/onlineapp

- **Pay \$20 application fee.** Payable to DCTC. Fee must be paid prior to acceptance into the college.
Pay online at dctc.edu/go/admissions

- **Attend Tuesday Campus Visit (optional).** Every Tuesday from 12:45-2:30 p.m. - no appointment necessary. If you are unable to attend on Tuesday, one-on-one appointments are available by calling 651-423-8000.

- **Complete ACCUPLACER test.** The ACCUPLACER test assesses reading comprehension, sentence and math skills. Results of the test will be used for course recommendation and placement. Testing is available Monday through Friday on a walk-in basis. For a testing schedule, call 651-423-8000 or visit dctc.edu/go/accuplacer.

If you have completed an associate's, bachelor's, or graduate degree, the ACCUPLACER may not be required. However, you will need to complete the exemption form available online at dctc.edu/go/accuplacer.

- **Submit immunization form.** Applicants are required by the State of Minnesota to supply a completed immunization form. This form will be made available for review by the Minnesota Department of Health.
Download form online at dctc.edu/go/admissions

- **Meet admissions qualifications.** You must possess a high school diploma or GED, or achieve qualifying score on the ACCUPLACER test to be considered for admission.

- **Submit transcripts.** If you graduated from high school within the past five years, you must submit your high school transcript. GED recipients must provide a copy of a GED certificate. College students or graduates who wish to transfer college credits must provide official college transcripts. Official transcripts should be sent directly to DCTC from the previous college. Transcripts submitted in person must be in a sealed envelope.

- **Program-specific requirements.**

Dental Assistant	Proof of high school graduation or GED
GM ASEP	Qualifying score on ACCUPLACER and Mechanical Reasoning Test, dealer sponsorship
Medical Assistant	Proof of high school graduation or GED, and qualifying scores on ACCUPLACER
Practical Nursing	Proof of high school graduation or GED, and qualifying scores on ACCUPLACER
Railroad Conducting	DOT physical, criminal background check, copy of driving record, fitness exam, drug test

Note: You are not legally required to provide the information the college is requesting on the application; however the college may not be able to effectively process your application if you do not provide sufficient information. With some exceptions, unless you consent to further release of private information, access to this information will be limited to school officials, including faculty who have legitimate educational interests in the information. Under certain circumstances, federal and state laws authorize release of private information without your consent:

- to other schools in which you seek or intend to enroll, if you are first notified of the release;
- to federal, state, or local officials for purposes of program compliance, audit, or evaluation;
- as appropriate in connection with your application for, or receipt of, financial aid;
- to your parents, if your parents claim you as a dependent student for tax purposes;
- if the information is sought with a subpoena, court order, or otherwise permitted by other state or federal law, and
- to an institution engaged in educational research of an accrediting agency.



Please type or print in black or blue ink.

Today's Date: ____/____/____

PERSONAL INFORMATION

Full Name (first, middle, last)

Name used in high school records or in other educational records and transcripts (if different from above)

Social Security Number

Many colleges/universities use social security numbers for student identification purposes on student records. Providing your Social Security number is voluntary. If you do not provide this number, your application will still be processed. This data is requested for purposes of administration, program evaluation and consumer and alumni data. Your number also may be used to create summary information about MnSCU programs through data matches with other state agencies.

____ - ____ - ____

Current Mailing Address

City

State

ZIP

County

Home Telephone

Cell Phone

Email Address

()

()

Are you a resident of Minnesota?

If yes, how long?

If not, what state are you a resident of?

Yes No

Years ____ Months ____

Are you a U.S. Citizen? Yes No

If you answered no, do you have status as Resident alien Refugee/asylee Temporary protected status None of these

If you answered none of these, do you have or intend to apply for a visa? Yes* No

** If you answered yes, you must fill out a separate International Application.*

ADMISSIONS INFORMATION

Major or Program of Interest

Educational intent at Dakota County Technical College

- Earn a certificate Earn an associates degree Take courses
 Earn a diploma Earn an associates degree and transfer Take courses and transfer to a university

Semester and year you intend to start

I plan to attend

- Spring Summer Fall Year _____ Full-time (12 credits or more) Part-time (fewer than 12 credits)

Have you ever attended Dakota County Technical College?

If you answered yes, list last date attended

- Yes No Month _____ Year _____

Are you currently or have you ever served in the Armed Forces for the United States?

- Yes No

I am interested in Athletics Student government Special clubs and organizations

EDUCATION INFORMATION

Do you have a high school diploma? Yes No If yes, list date of graduation (month/year) _____

Do you currently attend high school? Yes No If yes, list intended date of graduation (month/year) _____

Do you have a GED? Yes No If yes, list date of GED completion (month/year) _____

High school attended

Name City State ZIP Code

College(s) attended

Name City State ZIP Code

Name City State ZIP Code

Are you a high school student planning to take college courses under the Minnesota Post-Secondary Enrollment Option program? Yes** No

** Please contact your high school counselor and DCTC's Admissions Office at 651-423-8000.

DEMOGRAPHIC INFORMATION

Providing the following information is voluntary and will assist Minnesota State Colleges and Universities in evaluating student recruitment and retention policies; it will not be used as a basis for admission.

Gender Male Female

Are you Hispanic or Latino? Yes No

Race and ethnic background (select all that apply)

American Indian or Alaska Native Black or African American White
 Asian Native Hawaiian or Other Pacific Islander

What is the highest level of education for your parent(s)/guardian(s)?

Parent/Guardian #1

No high school diploma High school diploma Some college Two-year college degree Bachelor's degree or higher Unknown

Parent/Guardian #2

No high school diploma High school diploma Some college Two-year college degree Bachelor's degree or higher Unknown

SIGNATURE

All of the information included is true and complete to the best of my knowledge.

Applicant's Signature

Date

SUBMIT YOUR APPLICATION

Please submit your completed application along with the \$20 application fee (payable to DCTC) to:

Dakota County Technical College
Office of Admissions
1300 145th St. E.
Rosemount, MN 55068

The Office of Admissions will contact you shortly after receipt of your application to ensure that all of your questions have been answered.

DCTC abides by the provisions of Title IX, federal legislation forbidding discrimination on the basis of sex, race, color, national origin or handicap and all other state and federal laws regarding equal opportunity. This document is available in alternative formats to individuals with disabilities by calling 651-423-8000 or TTY: 651-423-8621.