

Application Instructions

Please read carefully before completing application.

Who Must Apply for Admission?

All persons who wish to take credit course(s) at Prince George's Community College—on campus, at other locations, weekends or online—must submit an application for admission to the college. Those who have been students and have broken their attendance by more than two years must submit a new application to be readmitted. A nonrefundable \$25.00 application fee must be paid at the time the application is submitted.

Completion of the Application Form:

1. **Social Security Number**—Prince George's Community College prefers to use social security numbers as student I.D. numbers. However, no student is required to disclose a social security number and may request an assigned number at the time of application. It is the student's responsibility to remember and use this number in all dealings with the college. Any questions about the use of social security numbers should be addressed to the Admissions and Records Office or by calling 301-322-0801.
2. **Legal vs. Mailing Address**—Students who wish to use a mailing address that is different from their legal address must supply proof of the legal residence. See Chapter 9 of this catalog for more information.
3. **Permanent Residents** completing visa information under Item 11 must present (in person) their permanent resident immigrant card to be classified as a Prince George's County resident. Students will be considered out-of-state for tuition purposes until proof of status is submitted to the Admissions and Records Office.
4. **Curriculum Code**—A curriculum is the same as a program of study (or college major). An applicant needs to consult the curriculum codes list in this catalog and insert the code number of choice in Item 17. Applicants who are not seeking a degree at the college should use code **990**. Applicants unsure of a curricular choice should use code **310** for General Studies and consult with an academic advisor for assistance in determining an appropriate program.
5. **Read Item 23.** Sign and date the application. Submit the application to the Admissions Office.
6. **Student Visas.** Applicants who need an F-1 Student Visa should not use this application. Please contact the Admissions and Records Office, 301-322-0863, to request an International Student Application.
7. **All applicants** must pay a nonrefundable \$25.00 application processing fee.

Transcripts

High school and/or college transcripts are required of all health technology applicants. Degree-seeking applicants under 21 years of age should request their former high school or college to forward official transcripts directly to the Admissions and Records Office at PGCC. Non-degree seeking students are not required to submit transcripts, but should have copies available for advisors so they can determine if the students have met any course prerequisites. Those who wish to transfer credits earned at other institutions must complete the "Request for Evaluation of Transfer Credit" form available in the Admissions and Records Office and personally contact their former schools to ask that transcripts be sent directly to the college.

Health Technology Applicants

The Health Technology programs listed below have limited capacity and require special procedures for initial enrollment. Contact the Admissions and Records Office or a health technology advisor for more information on these special requirements.

Emergency Medical Technician—Paramedic
 Health Information Technology
 Nuclear Medicine Technology
 Practical Nurse
 Registered Nurse
 Radiography (X-Ray Technician)
 Respiratory Therapy

Mailing Address for Applications and Transcripts

Admissions and Records Office
 Prince George's Community College
 301 Largo Road
 Largo, MD 20774-2199

