



Application for Admission

Admissions Procedures

For full access to college services, applicants should complete the admission process at least 30 days prior to the first day of class.

1. Complete this application and review it for accuracy. *Any information indicated "for statistical purposes only" will be used solely for institutional research. Your cooperation in completing this information is appreciated.*
2. Submit the application with a \$10 non-refundable fee to the Admissions Office at the campus where you plan to attend. Make checks or money orders payable to Delaware Technical & Community College.
3. To qualify for in-state tuition, provide proof of Delaware residency (e.g. driver's license) at the time of application or prior to first registration.
4. Request that your high school send a **final official transcript** to the Admissions Office. (If applicable, submit a GED transcript.)
5. Participate in the college testing and placement program, if required. Test information and a schedule will be provided. Official scores from SAT/ACT tests may be submitted to satisfy this requirement.
6. If you plan to transfer college credits to Delaware Technical & Community College, request that your official transcript(s) be sent to the Admissions Office; course descriptions may also be required. *Note: Unofficial transcripts issued to students will not be accepted. Check with your previous institution(s) for their transcript request procedures.*
If applicable, submit Advanced Placement test scores from your high school, Tech Prep verification, or CLEP or DAN TES scores.
7. Schedule and complete an interview with a college counselor after you have completed the testing and placement requirement.

For More Information *Contact the Admissions Office or visit us online at www.dtcc.edu*

Owens Campus

P.O. Box 610
Georgetown, DE 19947-0610
(302) 855-1619

Located in the heart of Sussex County in Georgetown, the Owens Campus is conveniently situated at the intersection of U.S. 113 and Route 18/404, Seashore Highway.

Stanton Campus

400 Stanton-Christiana Road
Newark, DE 19713-2197
(302) 454-3954

Situated outside the city of Wilmington, the suburban Stanton Campus is located just off Exit 4 of Interstate 95. Its convenient location allows easy access from all parts of New Castle County.

Terry Campus

100 Campus Drive
Dover, DE 19904-1383
(302) 857-1020

The Terry Campus is located in northern Dover on Scarborough Road. It is easily accessed by taking the North Dover exit of U. S. Route 1.

Wilmington Campus

333 Shipley Street
Wilmington, DE 19801-2499
(302) 571-5326

Located in downtown Wilmington, the campus can be reached by taking the Wilmington/Martin Luther King, Jr. Boulevard exit from Interstate 95.

Please print clearly in ink.

Social Security Number:

Grid for Social Security Number

Date of Birth:

Grid for Date of Birth (Month, Day, Year)

ID: Staff Use Only

Grid for ID: Staff Use Only

Name: (Last)

Grid for Name: (Last)

(First)

Grid for Name: (First)

(Middle Name)

Grid for Name: (Middle Name)

Other Name(s), including maiden name, under which your academic records may be listed:

Grid for Other Name(s)

Mailing Address:

Grid for Mailing Address

Development/Apartment:

Grid for Development/Apartment

City:

Grid for City

State:

Grid for State

ZIP Code:

Grid for ZIP Code

Home Phone:

Grid for Home Phone

Work Phone:

Grid for Work Phone

Cell Phone:

Grid for Cell Phone

Emergency Phone Number: (other than home number)

Grid for Emergency Phone Number

Emergency Contact Name:

Grid for Emergency Contact Name

E-mail Address: Home E-mail or Work E-mail

Grid for E-mail Address

Complete the following information only if different from mailing address.

Permanent Address:

Grid for Permanent Address

Development/Apartment:

Grid for Development/Apartment

City:

Grid for City

State:

Grid for State

ZIP Code:

Grid for ZIP Code

Which campus location do you plan to attend? Dover Georgetown Stanton Wilmington

Intended start date: Fall/August

Grid for Intended start date (Fall/August)

Spring/January

Grid for Intended start date (Spring/January)

Summer/May/June

Grid for Intended start date (Summer/May/June)

Program of Study

What is your educational goal at Delaware Tech? (Please check box that applies.)

- To earn an Associate Degree, diploma, or certificate in: Major
To take selected courses only: (Please specify one category.)
personal enrichment, professional/job enhancement, visiting from another college, current high school student with permission to take college courses

Optional: This information is for statistical purposes only and will not affect the admission decision.

Gender: Male, Female; Ethnic Background: Black (Non-Hispanic), White (Non-Hispanic), American Indian/Alaskan Native, Hispanic, Asian/Pacific Islander

High School (beginning with most recent):

			Year graduated or will graduate:
Name _____		City _____ State _____	
Name _____		City _____ State _____	
Delaware High School Student ID, if known: _____		Dates attended: _____ TO _____ _____ TO _____	
If no high school diploma, have you received a GED? <input type="checkbox"/> YES <input type="checkbox"/> NO		Date GED was granted: _____	
Are you submitting official scores from SAT or ACT tests? <input type="checkbox"/> YES <input type="checkbox"/> NO			

Previous College Background, including Delaware Tech (beginning with the most recent):

College Name, City and State:	Dates of Attendance:	Completed Program?	Degree Earned:
_____	_____ TO _____	<input type="checkbox"/> YES <input type="checkbox"/> NO	_____
_____	_____ TO _____	<input type="checkbox"/> YES <input type="checkbox"/> NO	_____
_____	_____ TO _____	<input type="checkbox"/> YES <input type="checkbox"/> NO	_____
_____	_____ TO _____	<input type="checkbox"/> YES <input type="checkbox"/> NO	_____

Citizenship: U.S.

OTHER Specify: _____ / _____
Country of Citizenship Country of Birth

If you are in the U.S., what is your immigration status? _____
Documentation of status will be required by Admissions.

Declaration of Eligibility for In-State Tuition, if applicable. This does not apply to a non-immigrant status.

The official residency policy used to determine eligibility for in-state tuition is listed in the College catalog and the student handbook available on campus and on-line at www.dtcc.edu

U.S. Citizens, Permanent Residents or Temporary Permanent Residents, Asylees, Refugees and those with Temporary Protected Status are eligible* to be considered in-state for tuition purposes if they provide documentation that they have had an eligible status for six months AND meet one of the following conditions immediately prior to registration at Delaware Tech: (Please check all that apply.)

- I qualify to pay in-state tuition because of the following reasons and will provide proof.
 - A. Delaware has been my domicile and continuous residence for at least six (6) months.
 - B. I have been employed full-time (minimum 30 hours per week) in the state of Delaware for at least six (6) consecutive months.
 - C. I am active duty military stationed in Delaware OR I am a dependent of a person on active duty military status stationed in Delaware.
 - D. I am a dependent of my parents or guardians who meet the Delaware residency requirements in (A) or (B) above.

*Other visa categories may be eligible. Refer to official College Residency Policy.

Student Certification:

I certify that the responses on this application are true and correct.

Signature of Applicant (Required)

Date

Delaware Technical & Community College Mission Statement

Delaware Technical & Community College is a statewide multi-campus community college committed to providing open admission, post-secondary education at the associate degree level.

The College offers comprehensive educational opportunities including career, general, developmental and transfer education, lifelong learning, workforce education and training and community services.

The College believes in the practical value of higher education as a means of economic and personal advancement.

The College respects and cares for students as individuals and as members of diverse groups, and supports their aspirations for a better life.

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Delaware Technical & Community College is accredited by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104. (267-284-5000). The Middle States Commission on Higher Education is an institutional accrediting agency recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation.

An Equal Opportunity Institution

It is the policy of the College that no person shall, on the basis of race, color, creed, sex, national origin, veterans status, age or disability, be subjected to any discrimination prohibited by the Civil Rights Act of 1964, as amended, the Age Discrimination in Employment Act, as amended, Americans with Disabilities Act; Section 504 of the Rehabilitation Act of 1973; Title IX of the Educational Amendments of 1972; and other applicable laws, regulations and applicable Executive Orders. This policy applies to recruitment, employment and subsequent placement, training, promotion, compensation, continuation, probation, discharge and other terms and conditions relating to employees and/or students over which the College has jurisdiction.

Inquiries may be addressed to Campus Affirmative Action Representative:

Owens Campus (302) 855-1675

Terry Campus (302) 857-1290

Stanton Campus (302) 454-3916

Wilmington Campus (302) 573-5469

Staff Use Only	Fee Received: _____	Method	Initials	Date	Staff Use Only
	Proof of Residency verified: _____	Date	Initials	I O F V M E D	
	Source Document: _____				
	Test: _____				
	Comments: _____				
	Term: _____				
	Student Type: N Non-award seeking				
	Admit Type: New Transfer Readmit High School				
Admit Decision: AN Accept Non-award seeking					
Major Code: NASNAD VCS ASU VHS					
Counselor: _____					
Date: _____					