



ADMISSIONS PROCEDURE

Pennsylvania Highlands Community College admits students on a rolling basis, as soon as applications are considered complete. Necessary items to complete an application are listed below:

APPLICATION PROCESS FOR MATRICULATED, DEGREE-SEEKING STUDENTS

1. Prospective students are required to complete an Application for Admission and remit a \$20 non-refundable application fee.
2. An official copy of the high school transcript or GED scores must be sent to the Admissions Office. Students who apply during their senior year of high school must also have an official copy of their final transcript sent upon graduation.
3. Applicants with prior college credit must have official copies of transcripts sent from all institutions attended.

REGISTRATION PROCESS FOR MATRICULATED STUDENTS

1. All applicants are required to complete COMPASS testing to measure proficiency in English and mathematics. This requirement may be waived for students who have successfully completed prior equivalent college credits in these areas.
2. Upon receipt of placement scores, students will be eligible to register for classes.

APPLICATION PROCESS FOR NON-MATRICULATED STUDENTS

Students who choose not to seek a degree, diploma, or certificate are considered to be non-matriculated students. Examples of prospective students in this category are those attending the College for personal enrichment and visiting students completing credits for transfer to their home institution.

1. Prospective students are required to complete an Application for Admission and remit a \$20 non-refundable application fee.
2. Non-matriculated students are not required to submit transcripts.
3. Non-matriculated students are not eligible for financial aid.

REGISTRATION PROCESS FOR NON-MATRICULATED STUDENTS

1. Non-matriculated students are only required to complete COMPASS testing when planning to enroll in English or mathematics courses. This requirement may be waived for students who have successfully completed prior equivalent college credits in these areas.
2. Upon submission of the application and fee and receipt of placement scores if necessary, non-matriculated students are eligible to register for classes.

MATRICULATION

Matriculation indicates that a student has been formally accepted to the College and is pursuing a degree, diploma, or certificate. To become matriculated a student must complete the Admissions Process, declare a major, and work with an academic advisor. To earn a degree, diploma, or certificate from Pennsylvania Highlands Community College, a student must complete the matriculation process.

General Information

Last Name		First Name		M.I.	Former/Maiden Name
Street				P.O. Box	County
City		State		Zip Code	How long have you lived at this address? Years _____ Months _____ If less than one year at current residence, list prior county of residence: County _____ State _____
Phone (Home) () -	Phone (Work) () -	Phone (Cellular) () -			
Social Security Number - - - - -			Email Address		
Do you need any of the following assistance?					
<input type="checkbox"/> TTY/TTD Phone Technology	<input type="checkbox"/> Note Taker	<input type="checkbox"/> Deaf Services	<input type="checkbox"/> Interpreter	<input type="checkbox"/> Special Classroom Setup	

