



*A Tennessee Board of Regents Institution*

# **APPLICATION**

## **for Admission/ Readmission**

**Moore County  
P. O. Box 8500  
Lynchburg, TN 37352-8500  
931-393-1520**

**McMinnville Center  
225 Cadillac Lane  
McMinnville, TN 37110  
931-668-7010**

**Fayetteville Center  
1802 Winchester Highway  
Fayetteville, TN 37334  
931-438-0028**

**Smyrna Teaching Site  
5002 Motlow College Blvd.  
Smyrna, TN 37167  
615-220-7800**

**[www.mscc.edu](http://www.mscc.edu)**

## MAJOR CODES

### TRANSFER PROGRAMS – Tennessee Transfer Pathways

4901110 Accounting	<u>Transfer Programs – Universal Parallel</u>
4901003 Art (Studio)	
4901002 Biology	<u>General Studies</u>
4901005 Business Administration	4901034 TBR
4901007 Chemistry	4901044 UT
4901082 Civil Engineering	
4901009 Computer Science	<u>Elementary Education</u>
4901083 Criminal Justice Administration	4901073 Athens K-6
4901084 Electrical Engineering	4901076 K-6 TBR
4901013 English	4901090 Early Childhood/Special Edu Pre K-3
4901085 Foreign Language	4901091 Special Edu Modified K-12 TTU
4901016 History	4901092 Secondary Education, Mathematics
4901035 Information Systems	
4901045 Mass Communications	
4901018 Mathematics	
4901086 Mechanical Engineering	4091022 Pre-Law
4901019 Physics	4901006 Business Education
4901020 Political Science	4901049 Entrepreneurship
4901087 Pre-Health Professional	4901015 Health, Phys. Edu, & Recreation
4901088 Pre-Occupational Therapy	4901047 Office Management
4901039 Pre-Physical Therapy	4901046 Speech and Theatre
4901029 Psychology	
4901032 Social Work	
4901033 Sociology	
4901011 Economics – Business	
4901040 Economics – Liberal Arts - ETSU	
4901041 Economics – Liberal Arts - MTSU	
4901042 Economics – Liberal Arts - UTC	
4901043 Economics – Liberal Arts - UOM	
4901048 Economics – Liberal Arts - UTK	

### TENNESSEE BOARD OF REGENTS ONLINE DEGREES

5500001 General Studies (University Parallel)
5500003 General Studies (University Parallel for Teacher Aides and Paraprofessionals)
5500010 Associate of Applied Science in Early Childhood Education
5500002 Associate of Applied Science in Professional Studies, Information Technology
5500004 Associate of Applied Science in Web Technology

### CAREER PROGRAMS-NON-TRANSFER MAJORS

5208000 Nursing Major
5101001 Early Childhood Education

### BUSINESS TECHNOLOGY NON-TRANSFER MAJORS

5001001 Accounting
5001005 Business Computer Applications
5301004 Business Computer Programming
5001003 Business Management
5301005 General Technology Major
5301007 Mechatronics Technology

### Certificates of Credit

2335000 Early Childhood Education 12 hrs
2335001 Early Childhood Education 23 hrs
2335009 Mechatronics 16 hrs.

## ATTENTION: NEW STUDENTS AND READMIT STUDENTS

### Please Read Carefully:

Before registering, you must have the following information on file in the Office of Admissions and Records:

1. Application or Readmit Application for the term you are registering.
2. Official copies of high school transcripts, GED scores and/or college transcripts. Official means bearing the official school/college seal. In addition, official transcripts must be sent directly to MSCC from the school or college or picked up at the school/college in a sealed envelope and brought unopened to MSCC.
3. International, joint enrollment, dual enrollment, academically talented, and 60 years old or older students have additional requirements. Please see appropriate pages in the current MSCC online catalog.
4. Assessment test scores for applicants 21 years of age or older without a valid ACT; see section entitled "Learning Support" for COMPASS test information.
5. Proof of immunizations with two doses of measles, mumps, and rubella (MMR) and Varicella (chicken pox) vaccines administered on or after the first birthday will be required for students taking 12 semester hours or more.
6. Hepatitis B—must sign forms indicating hepatitis information has been made available.
7. Proof of citizenship—show proof by valid permanent driver's license or birth certificate. For more information - <http://www.mscc.edu/admissions/DocumentationForCitizenship.pdf>

For the annual security report for crimes on campus, please go to [www.mscc.edu](http://www.mscc.edu).

If you have a disability and want information on the types of services and support that are available, please contact the Director of Disability and Testing Services at 931-393-1765 or email [shood@mscc.edu](mailto:shood@mscc.edu). It is recommended that students who may benefit from these services make early contact with the office so that appropriate accommodations can be arranged.

**ATTENTION:** Students choosing nursing as a major must also complete an online application to the Nursing Department at [www.mscc.edu/nursing](http://www.mscc.edu/nursing).

# Motlow State Community College Application for Admission

P.O. Box 8500, Dept. 520 • Lynchburg, TN 37352-8500 • 800-654-4877 • 931-393-1520 • Fax 931-393-1971 • www.mscc.edu

**Applicants must complete every item on this form, sign and date, and return to Motlow State Community College Office of Admissions and Records, Dept. 520, P.O. Box 8500, Lynchburg, TN 37352-8500.**

<b>SOCIAL SECURITY NUMBER</b> _____				<b>FEE RECEIPT</b>	
<b>FULL LEGAL NAME:</b>					
____ Miss ____ Mr. ____ Mrs. ____ Ms.					
Last		First		Middle	
				Former	
<b>PERMANENT HOME ADDRESS:</b> _____ Apt. No. _____					
City _____		State _____		Zip _____	
County of Permanent Address: _____			<b>PHONE NUMBERS:</b>		
E-mail Address _____			Work ( ) _____ Home ( ) _____		
Marital Status ____ Single ____ Married			Cell Phone _____		
<b>MAILING ADDRESS:</b> _____					
City _____		State _____		Zip _____	
<i>Your completion of the following questions is requested for reporting purposes only. This information will not be used to discriminate against any applicant in the admissions decision process.</i>					
<b>DATE OF BIRTH:</b> Month ____ Day ____ Year ____					
<b>SEX:</b> ____ Female ____ Male					
Do you consider yourself to be Hispanic/Latino/Spanish origin? ____ Yes ____ No					
In addition, select one or more of the following categories to describe yourself:					
<input type="checkbox"/> White		<input type="checkbox"/> Black or African American		<input type="checkbox"/> Asian	
<input type="checkbox"/> American Indian		<input type="checkbox"/> Alaskan Native		<input type="checkbox"/> Native Hawaiian or Other Pacific Islander	
<b>HAVE YOU LIVED IN TENNESSEE CONTINUOUSLY FOR THE PAST TWELVE (12) MONTHS?</b> ____ Yes ____ No					
<b>IF NO, WHERE?</b> City _____ State _____ Zip _____					
<b>CHECK ONE:</b> <input type="checkbox"/> U.S. Citizen <input type="checkbox"/> Foreign Citizen, non-immigrant, or <input type="checkbox"/> Foreign Citizen, permanent U.S. resident					
If non-U.S. resident, in what country do you hold citizenship? _____ In what country were you born? _____					
What type visa do you hold? _____ What is your native language? <input type="checkbox"/> English <input type="checkbox"/> Other (please specify) _____					
All male citizens of the United States of America born in 1960 or thereafter must have registered for the draft prior to registering for classes at MSCC. This requirement does not apply to veterans and others exempt by federal law. Indicate whether or not you have registered for the United States draft. <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Exempt					
<b>SPOUSE, PARENTS, GUARDIAN, OTHER (person to notify in case of emergency):</b>					
<b>NAME</b> (Last) _____ (First) _____ (Middle) _____					
<b>RELATIONSHIP</b> _____					
<b>ADDRESS</b> No. and Street _____ Apt. # _____ County _____ Phone ( ) _____					
City _____		State _____		ZIP _____ Country _____	
<b>THIS APPLICATION IS FOR ADMISSION IN</b> _____ <b>FOR THE TERM (check):</b> <input type="checkbox"/> SPRING					
Year					
<input type="checkbox"/> FALL					
<input type="checkbox"/> SUMMER					
<b>APPLYING TO BE ADMITTED AS (check one):</b> ____ Degree-seeking Student ____ Special Student for Credit					
<b>NOTE:</b> Any of the following require that a student be designated as Degree-Seeking					
(1) Taking 12 or more hours (2) Receiving Financial Aid (3) Attending Under a Scholarship Program					
<b>CHECK APPROPRIATE CATEGORY:</b> New Freshmen ____ Transfer ____ Re-admit ____ Audit ____ Totally Disabled ____					
Academically Gifted ____ Dual Enrollment ____ Joint Enrollment ____ Special ____ Transient ____ 60-year-old Audit ____ 65-year-old Credit ____					
<b>IF YOU ARE IN THE DEGREE-SEEKING STUDENT CATEGORY, CHECK ONE OF THE FOLLOWING:</b>					
____ Associate of Arts Degree (graduating from Motlow and transferring to a 4-year institution; college level foreign language required).					
____ Associate of Science Degree (graduating from Motlow and transferring to a 4-year institution; college level foreign language <u>not</u> required)					
____ Associate of Science in Teaching (graduating from Motlow and transferring to a 4-year TBR (Tennessee Board of Regents) institution and majoring in elementary education K-6)					
____ Associate of Applied Science Degree (graduating from Motlow, entering workforce and not planning to transfer to another institution)					
____ Following a Certificate of Credit Program					
<b>INTENDED MAJOR</b> (Select major code from the listing on inside front cover) _____					

## MOTLOW STATE COMMUNITY COLLEGE

Last High School Attended \_\_\_\_\_

High School Address \_\_\_\_\_  
City
State
Zip
County
Country

Please print your name as it appears on your high school transcript. \_\_\_\_\_

High school graduation date \_\_\_\_/\_\_\_\_/\_\_\_\_ American College Test (ACT) taken: Date \_\_\_\_\_ Location \_\_\_\_\_  
month
year

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

Indicate date GED received \_\_\_\_/\_\_\_\_/\_\_\_\_ Official score must be sent to the Admissions Office at Motlow  
month
day
year

Please print your name as it appears on your GED. \_\_\_\_\_

Where did you take your GED? \_\_\_\_\_

**LIST ALL COLLEGES AND UNIVERSITIES ATTENDED. \*OFFICIAL TRANSCRIPTS FROM ALL PREVIOUS INSTITUTIONS MUST BE SENT DIRECTLY TO THE OFFICE OF ADMISSIONS. \*(FAILURE TO DO SO WILL VOID APPLICATION.)**

NAME AND LOCATION OF INSTITUTION	DEGREE	DATES ATTENDED (Month, Year)	NAME UNDER WHICH TRANSCRIPT WILL BE USED

Name of Last Institution Attended: \_\_\_\_\_ Are you currently enrolled? \_\_\_\_\_ Yes \_\_\_\_\_ No

Are you eligible to return? \_\_\_\_\_ Yes \_\_\_\_\_ No

Have you been suspended, expelled or placed on probation for either academic or non-academic reasons? \_\_\_\_\_ Yes \_\_\_\_\_ No  
 (if yes, please explain):

Are you a MSCC graduate? \_\_\_\_\_ Yes \_\_\_\_\_ No Are you the son or daughter of a MSCC graduate? \_\_\_\_\_ Yes \_\_\_\_\_ No

**READ THE FOLLOWING AND SIGN BELOW. FAILURE TO SIGN WILL VOID THIS APPLICATION.**

Notice: If you are accepted as a student at Motlow College, there are certain performance tests you will be required to take during your academic career. It is a requirement of admissions that you agree to take any tests deemed necessary by the institution. In those instances where tests are administered by an external entity, you hereby agree that the results of such tests be released to the institution. The purpose of this requirement is to comply with the legislature's expressed intent that institutions regularly evaluate and improve instruction at all levels. If you are under 21 years of age and are required by institutional policy to complete the COMPASS (computerized assessment) test, your scores on these tests and course placement may be reported to your high school for research purposes. Any test scores will be treated confidentially as required by law.

"Certain Tennessee Board of Regents (TBR) institutions will send transcripts electronically between schools to better serve students. I give Motlow State Community College permission to request my official transcript from any TBR school in which I have previously been enrolled, all of which are noted elsewhere on this application. I realize this is a service provided to me by MSCC and other TBR schools and I understand it is my responsibility to obtain official transcripts from each institution attended to support my application for admissions. MSCC accepts no formal responsibility for delivery of transcripts by other schools."

I certify that **all** of the information on this application form is true to the best of my knowledge and that no information has been intentionally withheld. I also agree to furnish Motlow State Community College with official copies of transcripts, GED, placement test scores and/or ACT scores. My acceptance at Motlow State Community College is based upon receipt of these documents.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Once this application is fully processed, you may access your email account at [www.msc.edu/studentemail](http://www.msc.edu/studentemail). The college will communicate with you directly through your Motlow email.**

Your Social Security number is used within the college only. If you do not wish to provide us with your Social Security number, a student identification number will be assigned to you. You must retain this number for access to your academic records. PLEASE NOTE: If you are requesting Financial Aid or Veteran's Benefits, you must use your social security number.

**Student must create a personal identification number (PIN) that is 6 digits (numbers).**

**PIN #:** \_\_\_\_\_

**Please remember this PIN because it will be used for all Motlow online activities.**