



# ST. CLAIR COUNTY COMMUNITY COLLEGE

## Application for Admission

[www.sc4.edu](http://www.sc4.edu)

*Welcome to St. Clair County Community College (SC4). We look forward to helping you reach your dreams. Whether you are seeking a certificate or associate degree to help you enter the work force or taking classes to prepare you to transfer to a four-year university, SC4 offers a wide range of exciting program options. Follow the steps outlined below to get started at SC4. We look forward to seeing you on campus soon!*

### Steps to enroll at SC4:

#### 1. Complete the Application for Admission

**All new, returning (i.e. have not attended SC4 in at least 2 years) and transfer students** – Complete the Application for Admission and return directly to the One-stop Student Service Center, first floor, SC4 Welcome Center. If you have attended another college/university, you may wish to have your official transcripts sent to SC4 for evaluation and possible posting of transfer credit. (Some schools charge to have official transcripts sent.)

**High school and college guest students** – If you plan to attend SC4 while still in high school or while attending classes at another college/university, you must complete a guest application for admission. These forms are available from your high school counselor, in the SC4 Welcome Center or online at [www.sc4.edu/future-students](http://www.sc4.edu/future-students).

#### 2. OPTIONAL – Complete the Free Application for Federal Student Aid (FAFSA)

If you wish to be considered for financial aid assistance, you must complete the FAFSA form online at [fafsa.ed.gov](http://fafsa.ed.gov). Be sure to enter the SC4 Federal School Code 002310 on the application. (High school guests, college guests, students attending for personal enrichment, and students without a high school diploma or GED are not eligible for financial aid.) Questions related to financial aid can be directed to (810) 989-5530.

#### 3. Academic Assessments

SC4 requires all new students (and transfer students without transcripted college level English and/or math classes) to complete pre-registration assessments of their math, reading, and writing skills. The scores will be used to ensure proper course placement. Call (810) 989-5555 to schedule your assessments. Students also may submit ACT or SAT scores for course placement.

#### 4. Academic Advising

SC4 requires all students (college guests, readmitted students, college graduates, and personal enrichment students being the exceptions) to meet with an advisor. The advising appointment helps students plan for the first semester and obtain information regarding degrees/certificates. Call (810) 989-5520 to schedule an appointment.

#### 5. Activate your SC4 Portal

The SC4 Portal is a critical piece of your college experience. From within the portal, you can check your student email, register for classes, view financial aid detail, and more. Your SC4 acceptance letter provides you with username and password detail; use this information to activate your portal account. Contact the One-stop Student Service Center at (810) 989-5500 with questions.

#### 6. Register and Pay for Classes

Once you have completed the above enrollment steps, you may register and pay for your classes either online through the SC4 Portal at [portal.sc4.edu](http://portal.sc4.edu), or in the One-stop Student Service Center, first floor, SC4 Welcome Center.

#### 7. Get photo taken for Skippers OneCard

Visit second floor, SC4 Welcome Center, to get your student ID photo taken. You must provide photo ID (valid driver license, state ID or passport) to verify identity.

#### 8. Buy textbooks

Books may be bought at the College Bookstore on the Port Huron campus or ordered online at [www.sc4bookstore.com](http://www.sc4bookstore.com). Call (810) 989-5725 to find out when books will be available for purchase and for store hours.

#### Mission

Our mission is to maximize student success.

#### Non-Discrimination Policy

SC4, an equal opportunity institution, is strongly and actively committed to increasing diversity within its community.

#### Accreditation

SC4 is accredited by The Higher Learning Commission and is a member of the North Central Association of Colleges and Schools: [www.ncahigherlearningcommission.org](http://www.ncahigherlearningcommission.org) or (312) 263-0456.

Return to: SC4 Welcome Center, attn: One-stop Student Service Center • 323 Erie St. • P.O. Box 5015 • Port Huron, MI 48061-5015  
(810) 989-5500 • (800) 553-2427, Ext. 5500 • Fax (810) 989-5541 • [enrollment@sc4.edu](mailto:enrollment@sc4.edu)

## Programs of Study (five-letter program codes)

Please select a program code that closely matches your potential field of study  
(you may change your program at a later date)

Category	Minimum number of credits	Approximate time frame (attending full time)	Description
Skill Sets*	16	1 semester	Programs designed as building blocks to certificate programs
Certificate*	30	1 year	Programs designed to prepare students for entry-level careers
Associate degrees (AAS – Applied Arts & Science)	62	2 years	Programs designed to prepare students for employment in a specific career field
Transfer associate degree programs	62	2 years	Programs designed to prepare students for transfer to a four-year college or university

### Skill Sets

SSMKI Internet Marketing  
SSMKS Professional Sales

### Certificate programs

(Occupational)

CERGB Business, General  
CERAP Computer Information Systems – Applications for Business  
CERTE Engineering Technology  
CERMN Management, Professional Certification  
CERMK Marketing  
CERPM Paramedic

### Allied health programs

(Certificate programs)

AGEGE Medical Assisting  
AGEGE Nursing, Practical

(Associate degree programs)

AGEGE Health Information Technology  
AGEGE Magnetic Resonance Imaging  
AGEGE Nursing – Associate Degree Nursing (ADN)  
AGEGE Radiologic Technology

Note: These programs require a secondary application and admittance to the program.

### Personal interest

PERPE (Selected courses only, non-degree seeking, not financial aid eligible)

### Associate degree programs

(AAS - Applied Arts & Science Occupational)

AASAC Accounting  
AASAH Allied Health  
(for students with a radiologic technology or paramedic license)  
AASGB Business, General  
AASIS Computer Information Systems  
AASCN Computer Information Systems – Networking  
AASPR Computer Information Systems – Programming  
AASWD Computer Information Systems – Web Development  
AASCR Criminal Justice – Corrections  
AASCL Criminal Justice – Law Enforcement  
AASER Engineering Technology – Electronics  
AASEG Engineering Technology – Engineering Graphics/CAD  
AASEM Engineering Technology – Mechatronics  
AASEP Engineering Technology – Precision Machining  
AASEA Engineering Technology – Renewable and Alternative Energy  
AASEW Engineering Technology – Welding and Fabricating  
AASGD Graphic Design  
AASMN Management – Business  
AASMK Marketing  
AASTM Therapeutic Massage

### Transfer associate degree

#### Associate in Business – ABTGB

Accounting	General Business
Economics	Management
Finance	Marketing

#### Associate in General Education – AGEGE

#### Associate in Liberal Arts – AATLA

Anthropology	Journalism
Art	Linguistics
Communication	Music
Criminal Justice	Political Science
Education	Pre-Law
English	Pre-Psychology
Fine Arts	Pre-Social Work
Graphic Design	Pre-Sociology
History	

#### Associate in Science – ASTSC

Agricultural Science	Pre-Dentistry
Biology	Pre-Engineering
Chemistry	Pre-Medicine
Forestry	Pre-Occupational Therapy
Mathematics	Pre-Pharmacy
Physical Science	Pre-Physical Therapy
Physics	Pre-Veterinary Medicine

\* The U.S. Department of Education requires institutions who participate in financial assistance programs to disclose information regarding gainful employment to prospective students who may pursue certain certificate programs. This information includes, but is not limited to, program costs, graduation rates, median debt of those who have competed a program, etc. This information for SC4's Skill Set/Certificate programs can be found at <https://www.sc4.edu/about/consumer-information/gainful-employment-program-disclosures/>.

# St. Clair County Community College

# Application for Admission

<b>FOR OFFICE USE ONLY</b>
Student No. _____

## SECTION I

**1. Name** \_\_\_\_\_  

LAST NAME
FIRST NAME
MIDDLE
FORMER (if applicable)

**2. Address** \_\_\_\_\_  

NUMBER
STREET
APT.
CITY
STATE
ZIP
  
*Student must provide a street address; a P.O. Box cannot be used to determine residency for tuition purposes.*

**3. County of residence**     St. Clair     Sanilac     Macomb     Huron     Lapeer  
 Other \_\_\_\_\_

**4. Are you a citizen of the U.S.A.?**     Yes, go to question #5     No, please see notes below.  
*If you are not a citizen of the U.S.A. (excluding resident aliens), please visit [www.sc4.edu/admissions/starthere](http://www.sc4.edu/admissions/starthere) for an International Student Application for Admission. If you are not a U.S. citizen but possess a visa or Green Card, you are required to submit a copy of it with your Application for Admission.*

**5. Phone** (    ) \_\_\_\_\_    Alternate (    ) \_\_\_\_\_

**6. Date of birth** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  

MONTH
DAY
YEAR

**7. Social Security Number** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
*You are required (by the federal government) to provide your SSN if you will be applying for federal financial aid or will need your tuition information for federal tax credits.*

**8. Unique Identification Code (UIC)** \_\_\_\_\_  
*(Available on Michigan K-12 school transcript or from your high school counseling office. Not every applicant will have a UIC; leave blank if uncertain.)*

**9.** This optional information provided is held confidential and is not used by SC4 for admission purposes.

**a. Ethnicity:**     HISPANIC/LATINO     NON-HISPANIC/NON-LATINO

**b. Race:**     AMERICAN/ALASKA NATIVE     BLACK/AFRICAN AMERICAN     WHITE     NON-RESIDENT ALIEN  
 ASIAN     HAWAIIAN/PACIFIC ISLANDER     RACE/ETHNICITY UNKNOWN

**c. Gender:**     MALE     FEMALE

**10. Email address** \_\_\_\_\_ @ \_\_\_\_\_ . \_\_\_\_\_

**11. High school/GED information**

**a. Did you complete:**     HIGH SCHOOL DIPLOMA     HOME SCHOOL    **Completion Date:** \_\_\_\_\_ / \_\_\_\_\_  
 GED TEST     NO H.S. EQUIVALENT    
MONTH
YEAR

**b. Name of high school/GED site:** \_\_\_\_\_  
NAME

**12. College information**

**a. Please list college(s) previously attended:**

NAME OF COLLEGE	CITY	STATE	DATES OF ATTENDANCE	DEGREES EARNED
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## SECTION II

- 13. Starting semester:**  **FALL 20** \_\_\_\_ (begins in August)  
 **WINTER 20** \_\_\_\_ (begins in January)  
 **SUMMER 20** \_\_\_\_ (begins in May)

- 14. What is your intended program of study?**  
(See detail on Programs of Study for five-letter program code.)

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Program name: \_\_\_\_\_

- 15.** Are you a veteran, an active member of the military, a member of the National Guard or military reserves?  
 YES  NO

- 16.** Are you a spouse or dependent of someone who is a veteran, an active member of the military, member of the National Guard or military reserves?  
 YES  NO

- 17.**  **By checking this box, I give my consent to St. Clair County Community College to review my academic record and confer an educational credential upon satisfaction of all degree/certificate requirements.**

**I certify that all answers I have given are complete and accurate. I understand that the official policies and procedures of SC4 are published in the College Catalog at [catalog.sc4.edu](http://catalog.sc4.edu).**

**Applicant's signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

**Disabilities:** For information regarding services provided by SC4, contact the Achievement Center at (810) 989-5759.

Visit [www.sc4.edu/consumer-information](http://www.sc4.edu/consumer-information) for details relating to higher education federal regulations, as well as college policies and statistics.