



# BELLINGHAM TECHNICAL COLLEGE DEGREE/CERTIFICATE PROGRAM ADMISSIONS APPLICATION

Bellingham Technical College Admissions: 360.752.8345  
 3028 Lindbergh Ave. Website: www.btc.ctc.edu  
 Bellingham, WA 98225-1599 Email: admissions@btc.ctc.edu

ADMISSIONS APPLICATION

**PLEASE PRINT**

**COMPLETE ALL BLANKS**

**DO NOT WRITE IN SHADED AREAS**

Your social security number is confidential and, under a federal law called the Family Educational Rights & Privacy Act, the college will protect it from unauthorized use and/or disclosure. In compliance with state/federal requirements, disclosure may be authorized for the purpose of state and federal financial aid, Hope/Lifetime Learning tax credits, academic transcripts, assessment or accountability research.

<input checked="" type="checkbox"/> Student ID Number	8 9 <input type="text"/> - <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Social Security Number	<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/>
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Last Name:	First Name:	M.I.	Previous Name:
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Title of Program For Which You Are Applying:	<input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time	EPC <input type="checkbox"/>	Mailing Address: Number & Street	Apt #	City	State	Zip
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Birthdate: ____/____/____	Day Phone: (____) _____	Evening Phone: (____) _____	Male <input type="checkbox"/> Female <input type="checkbox"/>	When do you want to enter? YEAR: _____
Area Code	Area Code	Area Code	YRQ Plan Strt: <input type="checkbox"/>	QUARTER: fall <input type="checkbox"/> winter <input type="checkbox"/> spring <input type="checkbox"/> summer <input type="checkbox"/>

Are you a U.S. Citizen? Yes - <input type="checkbox"/> No - <input type="checkbox"/> If no, complete the following: Country of citizenship: _____ Current immigration status : <input type="checkbox"/> International Student - VISA: _____ Transfer College: _____ <input type="checkbox"/> Visitor - VISA: _____ <input type="checkbox"/> Temporary Resident - Alien No: _____ <input type="checkbox"/> Immigrant/Permanent Resident - Alien No: _____ <input type="checkbox"/> Refugee/Parolee - Alien No: _____ <input type="checkbox"/> Other / VISA Type: _____	Have you completed high school? Yes - <input type="checkbox"/> No - <input type="checkbox"/> Which did you receive? Diploma - <input type="checkbox"/> GED Certificate - <input type="checkbox"/> Are you a Running Start Student? Yes - <input type="checkbox"/> (Grade Level _____) No - <input type="checkbox"/> Name of last or present high school : _____ City & State: _____ Last year attended: _____	High School Code <input type="text"/>	Stu <input type="text"/>
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Have you previously attended this college? Yes - <input type="checkbox"/> No - <input type="checkbox"/> If yes, last year attended: _____ Name, if different _____ E-Mail Address _____	Name(s) of other colleges or vocational schools attended: _____ Last year: _____ Level Completed _____ _____ Last year: _____ Level Completed _____	College Codes <input type="text"/>
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Please check this box if you have been in Washington State foster care for at least one year since your 16th birthday <input type="checkbox"/>  Disability Support Services are available: Contact 360-752-8367.	By signing here, I agree to abide by the College's policy on fees, standard of progress, conduct, and parking. I have read the College Standards Policy on the reverse side of this application. I have received a college catalog or program brochure.  Student Signature: _____
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<b>Admission's USE ONLY:</b> Orig. Adm Stat: _____ Mailing Date: _____ New Adm Stat: _____ Mailing Date: _____ COMPLETION DATE: _____	<b>Assessment Scores:</b> READING: _____ ARITHMETIC: _____ ALGEBRA: _____ SENTENCE SKILLS: _____ BTC CLM: _____	<b>Other Requirements:</b> Disclosure: _____ Transcript: _____ CAP 101: _____ HS/GED: _____ Eval in Progress: _____	Date Received: _____ Initial: _____ Prior App Date: _____ Test Sched: _____ Multi App: _____
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# BELLINGHAM TECHNICAL COLLEGE DEGREE & CERTIFICATE PROGRAMS COLLEGE STANDARDS

The primary objective of Bellingham Technical College is to prepare an educated workforce. In training students, Bellingham Technical College stresses equally the development of technical skill, communication and interpersonal skills, positive work habits, and attitudes that are required for employment. In light of this, Bellingham Technical College expects the following:

## Progress

Each student will demonstrate satisfactory progress toward meeting program objectives as documented by the program instructor on the student's grading record. Satisfactory progress is defined as maintaining a minimum 2.0 cumulative grade point average and completion of a minimum of 67% of the enrolled course work each quarter. Individual degree/certificate programs may require higher level grades in program or individual course requirements in defining satisfactory progress. These requirements will be published and made available to students upon enrollment. Degree/Certificate program students must attain a minimum cumulative grade point average of 2.0 for the total program in order to be eligible for a program completion degree/certificate.

## Attendance

A minimum of 90% monthly attendance is required to maintain satisfactory progress.

## Student Code of Conduct

All students are subjected to the Bellingham Technical College Student Code of Conduct published in Chapter 495B-120 of the Washington Administrative Code of Conduct and as defined in the Student Handbook. Disciplinary action may be taken for a violation of any provision of the student code, for violation of other college rules, or for other types of misconduct defined in the BNWC Student Code of Conduct. Enrollment in the college carries with it the requirement that the student will conduct himself or herself as a responsible member of the community. This includes an expectation that the student will obey appropriate laws, will comply with the rules of the college and its departments, and will maintain a high standard of integrity and honesty. Sanctions for violations of college rules or conduct that interferes with the operation of college affairs will be dealt with by the college, and the college may impose sanctions independently of any action taken by civil or criminal authorities. In the case of minors, misconduct may be referred to parent or legal guardians.

## Program & Credit Course Refund Schedule

A current copy of the refund policy for degree/certificate credit, non-degree/non-certificate credit, general education and community education courses is available online at: [www.btc.ctc.edu](http://www.btc.ctc.edu), in the quarterly schedule publication, and through the registration department.

**PROGRAMS & COSTS ARE SUBJECT TO CHANGE WITHOUT NOTICE.**

### Mission Statement

To deliver superior professional technical education for today's needs and tomorrow's opportunities

Bellingham Technical College provides equal opportunity in education and employment and does not discriminate on the basis of race, ethnicity, creed, color, sex, national origin, age, marital status, religious preference, the presence of any sensory, mental, or physical disability, reliance on public assistance, sexual orientation, status as a disabled person or Vietnam-era veteran, or political opinions or affiliations. The College complies with all Washington State anti-discrimination laws (RCW 49.60) and the following federal laws relating to equal opportunity: Title VI and VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act (ADA). Questions regarding Title IX, Section 504, equal opportunity, affirmative action, or the ADA can be directed to Bellingham Technical College's Human Resources Office, Building A, Room A2, or call (360) 752-8354 or 752-8515/TTY.