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All students who intend to enroll must complete an appropriate application form based on one of the categories below that best describes you as a potential student.

New Student application is for students who have never attended Broward College – The new student application is available online at <https://www.broward.edu/FCCSC/student/applogon.jsp>. Students can also visit a campus or center admissions office for application and registration assistance. Students must also submit official high school transcripts or other official and valid documents that indicate high school completion before their initial enrollment on-campus visit. Official high school transcripts and/or completion documents are required upon entry and these are used to create a student advisement profile and eligibility to receive Federal and other types of student financial aid.

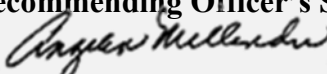
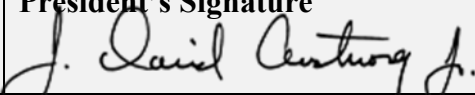
Transfer Students should complete the same application as a new student if you have never attended Broward College - Transfer students who have earned 24 college credits do not need to prove high school completion unless the institution attended is not recognized by Broward College. Transfer students must submit all transcripts from all institutions attended prior to course registration to avoid duplication of enrollment in courses accepted in transfer and to determine standards of academic progress (SAP) to determine financial aid eligibility. Transfer students should note that BC does not evaluate transcripts without a completed application, paid application fee, and registration in at least one course. As such, students should follow the guidance indicated below:

- **Advisement:** Schedule an appointment to meet with an advisor at any campus or center and ask for an evaluation of unofficial transcripts to guide selection of appropriate courses and registration. **Without Advisement:** Register for courses without advisement and/or completion of an official or unofficial evaluation, however, any courses where credit has been accepted in transfer must be dropped before the term starts and definitely before the 100% refund date. No refunds will be given for courses enrolled were credit has been accepted.

International Students – All non-immigrants seeking I-20s to enter the US or those who are transferring from another US institution to BC must complete an international student application. I-20s are not issued until all documentation is received, the application process is completed and the non-refundable application fee is paid. This application is available in a fillable PDF format available at http://www.broward.edu/international/students/Documents/International_Application.pdf.

Re-entry Students

- Students who seek to re-enter the College after a period of non-enrollment that is less than two (2) consecutive major academic terms are not required to complete any application. These students can simply register and pay for their courses by the payment due date.
- Students who attended other institutions during their period(s) of non-enrollment are still considered re-entry students if their period of enrollment at another institution is less than two (2) consecutive major academic terms, excluding summer. Students should submit all official, complete (no work in progress), transcripts for evaluation. Registration is required prior to transcript evaluation.

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- A re-entry application is required for all returning students who have not enrolled at the College for two (2) consecutive major academic terms (excluding summer terms). The Re-Entry Application is available online at <https://www.broward.edu/FCCSC/student/applogon.jsp>.

Program or Supplemental Applicants

Students who apply to all limited enrollment programs (Health Sciences and Bachelor degree) with specific program admissions requirements, must complete a program or supplemental applications.

- Health science applications are available at http://www.broward.edu/admissions/Documents/Health_Sciences_App_2012.pdf. Bachelor degree applications are available at <http://www.broward.edu/admissions/Pages/BachelorProgram.aspx>.

Non-credit

Students may apply and register online at

http://www.broward.edu/FCCSC/student/noncredit/1search.jsp#BCC-CE_Registration through the Continuing Education department for only non-credit courses. Students who combine credit and non-credit classes in their schedule and plan to pay for their classes using student aid funds should note that financial aid generally does not pay for continuing education classes unless these apply toward their program of study.

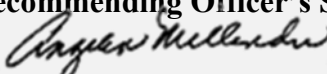
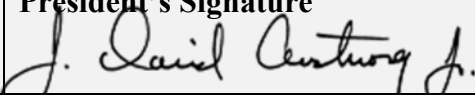
Non-degree seeking students

Students who enrolled in Broward College as non-degree seeking are limited to 12 credits of enrollment. After 12 credits of enrollment, students should declare a program of study and testing may be required to determine appropriate placement in English, reading, and/or mathematics if college level courses have not been successfully completed in those areas. Students who have been classified as exempt from testing and enrolling in developmental education courses may register for courses after they attend an appropriate new student orientation.

Failed Academic Progress – Students who have been dismissed from a prior institution may apply for admission and must also petition the Academic Standards Committee before they can register for courses. Upon approval of the petition, students must meet follow the guidance of the Academic Standards Committee whose decision is final. Students are expected to meet with an academic advisor to create an educational plan to ensure their success. In some instances, testing may be required to determine appropriate placement in English, reading, and/or mathematics if college level courses have not been successfully completed in those areas, and the student has not been classified as exempt from testing and enrolling in developmental education courses.

All applications are subject to an application fee listed in the most current edition of the College's catalog and website www.broward.edu. All such fees are non-refundable.

Application Completion – Students must complete all sections of the application and all statements made must be true and accurate as all the information, educational background, demographic data, citizenship information and educational program study, is used to legally establish the basis for admission and becomes part of the student's permanent record. Any prior legal names used on transcripts that do not match current legal names may cause records to be unmatched and unevaluated.

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Good Conduct/Citizen Certification – Students are required to certify that their prior disciplinary history at other educational institutions was unremarkable, that they were never incarcerated, that they were not previously convicted of a felony, or that they are not designated as a sexual offender or predator. The circumstances of such incidents are to be reported on a separate sheet of paper to the campus Dean of Student Affairs or designee for review before admission can be approved.

Per policy 5.01 falsification of any information on the application is grounds for admission denial and or expulsion if already admitted. The College reserves the right to deny admission to any student with prior history that may jeopardize the safety and security of all students.

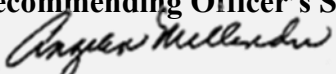
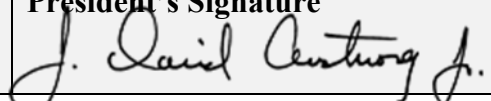
Veterans – Qualified military veterans seeking preference for a limited access program must follow the procedures indicated below:

- Present evidence of separation under honorable conditions to the Office of the Registrar for processing before the posted term deadline date.
- Form DD-214 (discharge papers) is the preferred documentation; however, a letter from an employer or prospective employer or a sworn affidavit by the student will be adequate to substantiate the veteran's preference.
- Documentation shall be presented to the program administrator, who shall act on the request. The program administrator shall take action on the student's request and the documentation of decision and of veteran's preference shall become a part of the student's application and permanent record.

Transient Students seeking admission to the College:

- Within the Florida public college and university system must apply to the College through the Florida Virtual Campus system at www.flvc.org. Transient students within the Florida College system will be charged a transient fee and all fees will be indicated as an obligation on the students' fee statement. No official transcripts will be released until all financial obligations are paid in full.
- Outside the Florida public college and university system students will complete the College's online application. Students can also seek assistance in person at a campus admission office. Students outside the Florida system will be charged transient fees and all fees will be indicated as an obligation on the students' fee statement. No official transcripts will be released until all financial obligations are paid in full.

Accelerated Programs – Eligible high school students who seek to enroll in College while still attending high school must complete the Broward online application. *The Dual Enrollment Recommendation* form must be submitted by the guidance counselor to one of the College admission offices. The completed *Recommendation and Articulation Agreement for Dual Enrollment Home School Students* form must be submitted by the parent of the student to one of the College admission offices. Applicants must also submit copies of their high school transcripts and their college placement test scores, which will be used to determine eligibility for college level course work. If placement test results indicate that a student is not prepared for college level work, admission will be denied.

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Admission of Formerly Dual Enrolled Students – High school seniors who have taken college-level courses at Broward College through dual enrollment and are scheduled to graduate are eligible to enroll in summer session I. Students will be classified as degree-seeking and not dual enrolled students and tuition charges apply. Interested students should apply as follows:

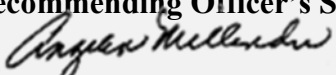
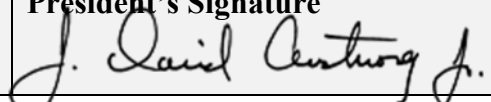
1. Students must apply as degree seeking students online at <https://www.broward.edu/FCCSC/student/applogon.jsp>
2. Prove residency to be classified as a resident for tuition purposes (in-state tuition rate)
3. Apply through the FAFSA at <http://www.fafsa.ed.gov/> to determine eligibility for Student Financial Aid for current academic year of enrollment to cover tuition for summer, and apply through the FAFSA for the next academic year of enrollment for fall and subsequent terms of enrollment for the next academic year.
4. Register for classes via MyBC portal after meeting with the college academic advisor.
5. Submit your official high school transcript prior to the start of fall semester to avoid a registration hold for future course enrollment.

Students who have who have earned 24 college credits or more will be exempt from submitting proof of high school graduation.

Admission to Health Science Programs – Students who desire to enroll in a limited access health science program shall complete Broward College general admission requirements and be admitted to the college. Students shall complete all the required prerequisite courses for the program, meet all other application criteria and have the appropriate grade point average, prior to submitting a supplemental application for admission to a specific health science program. All supporting documentation must be submitted by the application deadline date to be considered in the application pool. Students are selected into programs based upon established criteria for each program in place at the time of application. Applications are reviewed by the Health Science Admissions team based on the defined criteria outlined in the catalog and on the College’s website.

Each health science program has specific technical performance standards which must be reviewed by the student to determine individual ability to comply with the industry employment standards, the State of Florida curriculum requirements and the academic standards determined by the program and College faculty. All students are required to meet the technical requirements for the program and complete the required courses. Students admitted to a health science program are required to complete a medical health history. This health history will contain results from a physical examination including laboratory test results and immunization records. Drug screening may be required as part of the physical examination. Final acceptance to the program is contingent upon the results of all the medical examinations and screenings.

Florida law and clinical accreditation standards require criminal background checks on all employees, students and volunteers who come in contact with patients/clients. A Florida Department of Law Enforcement (FDLE) Level 2 criminal background check, including a FBI check will be completed on all health science students at the time of preadmission. The results of the background check will be reviewed to determine if the student may complete a clinical assignment at the clinical facility. Certain convictions may prevent or significantly

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limit the ability of the College to place a student in a clinical facility. If a student cannot be placed in a clinical agency, the student will be withdrawn from the program. Past criminal history may also affect the ability to obtain licensure/certification in the state of Florida and other states.

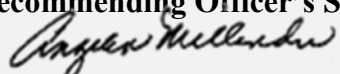
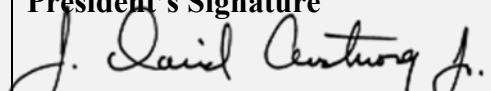
A 9 panel drug screening is required prior to admission to a health science program. A failed drug screening, without confirmation of prescribed usage by a physician, will result in a student being denied admission to the program.

The student must be drug and alcohol free prior to admission and throughout the program. A student who is unable to perform clinical activities with reasonable skill and safety to patients by reason of use of alcohol, drug, narcotics, chemicals or other type of substance, shall be required by the clinical agency or the College to submit to further drug or alcohol testing. Random drug testing is also required in the clinical portion of health science programs after admission. Failure to submit to such an examination or a positive drug or alcohol test may result in dismissal from the program without readmission option. The college publishes a zero tolerance statement on drug use in its student code of conduct policy. Students who fail the drug screening upon acceptance into one of the Health Science programs, or upon random drug testing during the program, may request a retest of the same sample at their own expense. No new samples will be allowed. For positive samples, students are contacted by the company's Medical Resource Officer (MRO) to determine if there is a medical reason for what is found in the sample. The student decides whether or not to have the sample retested. Any retesting charges are afforded by the student.

Admission to Bachelor Degree Programs – Qualified applicants must have earned a minimum of an associate degree or 60 college-level credits prior to submitting an application to any one of Broward College's bachelor degree programs. Applicants must also meet all other admission standards outlined by the respective program, apply to Broward College and submit a supplemental application to the bachelor program of interest. The appropriate admission committee will review transcripts, grade point averages, and other qualifications to determine students' eligibility for enrollment in the program. If necessary, applicants may be required to submit to criminal background checks and drug screenings prior to admission to a program. Certain convictions and/or failed drug screenings may prevent students from being admitted to a bachelor degree program.

Appeals of Admission Decisions – Students may appeal general admissions decisions by completing the *Academic Standards Petition* form. The form and supporting documentation must be reviewed by an academic advisor who will forward it to the Academic Standards Committee in accordance with Broward College Policy and Procedure 6Hx2-5.28.

Residency requirements are outlined in Broward College Policy 6Hx2-5.15, *Florida Residency Requirements*. Any student wishing to appeal his/her residency classification must submit an *Appeal for Florida Residency Status* form available online at <http://www.broward.edu/admissions/Documents/reg-002.pdf> and supporting documentation to support the appeal. Students will not be permitted to retroactively appeal for residency reclassification.

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Fee Exemptions

Foster Care Exemption

Eligibility Criteria:

- If you meet the following criteria, you may follow the procedures indicated below for an exemption of tuition and fees. Any student who:
 - has reached 18 years of age in the custody of the Department of Children and Family Services;
 - was in the custody of a relative under Florida Statutes 39.5085, was placed into a guardianship by the court, or was adopted from the Department of Children and Family Services after May 5, 1997.

Eligible students may apply for a fee exemption associated with enrollment in career-preparatory instruction until the student reaches 28 years of age, provided that he/she remains in good disciplinary and/or academic standing with the institution.

Procedures:

Students will be required to:

- Provide a documentation to the College from the Department of Children and Family Services certifying the student's eligibility for the exemption
 - Documentation must be received in the campus Admission Office prior to enrollment.
- Apply for financial aid to determine their eligibility for additional resources which will cover the costs of attendance, including books, supplies, room and board, transportation, and personal expenses.

Homeless Exemption

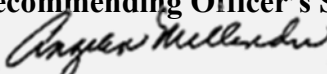
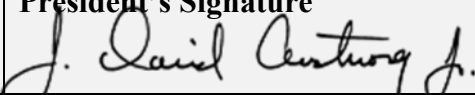
Eligibility Criteria:

- A student who lacks a fixed, regular, and adequate nighttime residence or whose primary nighttime residence is a public or private shelter designed to provide temporary residence for individuals intended to be institutionalized, or a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings may be exempt from the payment of tuition and fees, including lab fees, provided that he/she remains in good disciplinary and/or academic standing with the institution.

Procedures:

The student will be required to

- Provide documentation certifying residence in the homeless shelter.
 - The documentation must be received in the campus Admission Office prior to each term of enrollment for which the homelessness is being claimed.
- Apply for financial aid to determine their eligibility for additional resources which will cover the costs of attendance, including books, supplies, room and board, transportation, and personal expenses.

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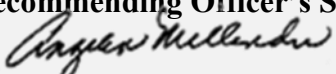
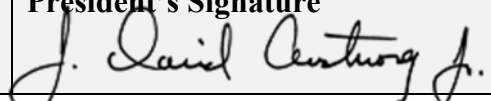
Exemptions for Children and Spouses of Deceased Law Enforcement and Firefighters

Eligibility Criteria

The child or spouse of a law enforcement, correctional, correctional probation officer or a firefighter accidentally killed on or after June 22, 1990, or unlawfully and intentionally killed in the line of duty after July 1, 1980, will be eligible to receive a fee exemption for educational expenses that the child or spouse of the deceased officer incurs while obtaining a career certificate, an undergraduate education, or a postgraduate education. The exemption amount waived by the state shall be an amount equal to the cost of tuition and matriculation and registration fees for a total of 120 credit hours. The benefits provided to a child under this subsection shall continue until the child's 25th birthday. The benefits provided to a spouse under this subsection must commence within 5 years after the death occurs, and entitlement thereto shall continue until the 10th anniversary of that death. The student must remain in good disciplinary and/or academic standing with the institution to continue to receive the benefit.

Procedures:

- The student will be required to provide documentation certifying the situation from the appropriate law enforcement or firefighter agency.
 - The documentation must be received in the campus Admission Office prior to the initial term of enrollment.
- Students are encouraged to apply for financial aid to determine their eligibility for additional resources which will cover the costs of attendance, including books, supplies, room and board, transportation, and personal expenses.

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