

HORRY-GEORGETOWN TECHNICAL COLLEGE

RE-ADMISSION APPLICATION



**HORRY
GEORGETOWN
TECHNICAL COLLEGE**

There's More.

HGTC PROGRAMS

Associate Degrees • Certificates • Diplomas

ADVANCED MANUFACTURING & INDUSTRIAL TECHNOLOGIES

Associate Degree

Machine Tool Technology
Mechatronics Technology

Certificate

Advanced Welding Technologies
Commercial Refrigeration &
Air Conditioning
Diesel Engine Technology
Machine Tool Operations
Mechatronics
Outboard Marine
Technology
Residential HVAC Service Technician
Residential/Commercial Electrical
Technician

ARTS, SCIENCES & UNIVERSITY TRANSFER

Associate Degree

Associate in Arts
Associate in Science

BUSINESS ADMINISTRATION

Associate Degree

Accounting
Business Administration
Sports Tourism and
Recreational Management

Certificate

Basic Business
Customer Service Specialist

CULINARY ARTS TECHNOLOGY

Associate Degree

Baking & Pastry Arts
Culinary Arts Technology

Certificate

Kitchen & Food Preparation Techniques
Professional Cooking

ENGINEERING TECHNOLOGY

Associate Degree

Civil Engineering Technology
Construction Management Technology
Electronics Engineering Technology
General Engineering Technology

Certificate

Electrical Lineman Technician
Robotics Technology
Surveying

GENERAL TECHNOLOGY

Associate Degree

General Technology
Aviation Maintenance Path

HEALTH SCIENCE TECHNOLOGY

Associate Degree

Dental Hygiene
Emergency Medical Technology
Nursing ADN
Physical Therapist Assistant
Radiologic Technology
Respiratory Care

Certificate

Computerized Axial Tomography
Diagnostic Medical Sonography
Emergency Medical Technology
Basic
Paramedic
Expanded Duty Dental Assisting
Medical Coding & Billing
Patient Care Medical Assistant
Phlebotomy
Surgical Technology
Vascular Sonography

Diploma

Nursing PN

INFORMATION TECHNOLOGY, DIGITAL ARTS & ADMINISTRATIVE OFFICE TECHNOLOGY

Associate Degree

Computer Technology
Cybersecurity
Digital Arts
Network System Management

Certificate

Administrative Support
Certified CISCO Networking Associate
Cloud and Database
Cybersecurity
Medical Administrative Assistant
Networking

NATURAL RESOURCES TECHNOLOGY

Associate Degree

Forestry Management Technology
Wildlife Management Path
Golf & Sports Turf Management

PERSONAL CARE & RELATED HEALTH SERVICES

Certificate

Cosmetology
Esthetics Technician
Massage Therapy

PUBLIC SERVICE TECHNOLOGY & LEGAL STUDIES

Associate Degree

Criminal Justice Technology
Crime Scene Investigation Path
Early Care & Education
Human Services
Paralegal
Teacher Education

Certificate

Early Childhood Development
Fire Science
Paralegal Specialist

EDUCATIONAL PLANS

- I am a: Re-Admit Student - previously attended HGTC and has not been enrolled during the past 12 months. **Enrolling in the same major.**
 Internal Transfer Student – previously attended HGTC and has not been enrolled during the past 12 months. **Enrolling in a different major.**
 Visiting Student – previously attended HGTC and is visiting from another college/university for one semester.

I will begin (check one): Fall semester (Aug. – Dec.) Spring semester (Jan. – May) Summer semester (May – Aug.) Year _____
Major: _____

- I plan to: Earn an Associate Degree Earn a Diploma Earn a Certificate
 Transfer to a 4-year college (List institution if known) _____
 Take classes for personal interest/other reason (no degree)

Some programs of study require background checks, urine drug screenings and/or immunizations as part of the admissions process. There will be additional fees for these requirements. Unsatisfactory results on the criminal background check or urine drug screenings or failure to complete any required health/immunizations standards WILL prevent enrollment or result in removal from enrollment in the program of study. Admission to any of the programs is conditional. A list of these programs can be found online at https://www.hgtc.edu/documents/admissions/general_forms/backgroundcheck.pdf.

CITIZENSHIP

You must complete the citizenship portion of the application.

What is your citizenship status? (Please select one)

- US Citizen
- Permanent Resident (possess a green card)
- If yes, you must provide your Permanent Resident Card and State Issued ID to the Admissions Office for verification.
- DACA (Deferred Action Childhood Arrival) or Non Resident with Employee Authorization card
- If yes, you must provide your DACA Card and State Issued ID to the Admissions Office for verification.
- International
- Do you currently have a Visa to study in the US? Yes No
 - If yes, you must provide your Student Visa to the Admissions Office for verification.
 - What is your Student Visa type? _____
 - Are you requesting an I-20 form? Yes No

Declaration of Citizenship or Legal Presence in the United States

The South Carolina Illegal Immigration Reform Act (S.C. Code Ann. §59-101-430 (Westlaw 2008)) prohibits those unlawfully present in the United States from attending a public institution of higher education in South Carolina and from receiving a public higher education benefit. By signing this statement you attest that you are a United States citizen, a legal permanent resident in the United States, or an alien lawfully present in the United States. In addition, the college may require you to submit documentation that supports your claim.

Any student providing false information may be subject to dismissal from the college. Any student who is found to be unlawfully present in the United States will be dismissed from the college.

_____ (Print Name) _____ (Date of Birth)
_____ (Signature) _____ (Date)

RESIDENCY

- You must complete the Residency portion of this application, the answers to these question will determine your residency classification for tuition purposes. Applicants who fail to complete all residency questions will be classified as non-residents and billed the out-of-state tuition rate.
- If you provide more than 50% of your financial support, you are usually considered **INDEPENDENT** and your residency claim is based upon your information.
- If someone else provides more than 50% of your financial support, you are usually considered **DEPENDENT** and your residency claim is based upon that person's information.
- Please complete one of the Residency Forms on the next page.

INDEPENDENT RESIDENCY INFORMATION

Applicant: If you provide more than 50% of your financial support, complete this INDEPENDENT residency form with your information.

Applicants who claim South Carolina residence for tuition and fee purposes must complete this form in its entirety. Additional information may be requested per SC Law 59-112. Residency requirements may be found online at www.che.sc.gov.

An INDEPENDENT student is defined as one who will provide more than half of his/her support for the 12 months immediately preceding his/her enrollment or re-enrollment and will NOT be claimed as a dependent or exemption on the income tax return of a parent, guardian or spouse.

STUDENT'S / APPLICANT'S INFORMATION

Name of Student: _____

Do you reside in South Carolina? Yes No
If yes, date present stay began. _____

Do you reside in Horry or Georgetown County? Yes No
If yes, date present stay began. _____

Who claims you for federal income tax purposes? Self Both parents Father Mother Other _____

Do you have a valid Driver's License? Yes No If no, do you have a State Issued Identification Card? Yes No
If yes, Driver's License Number: _____ State: _____ Date Issued: _____
 New (first issued) Renewed Transferred from another state Expiration Date: _____
(mm/dd/yy)

Do you have a vehicle registered in your name? Yes No
State: _____ Date Issued: _____ Renewed Transferred from another state New Purchase Purchase Date: _____
(mm/dd/yy)

If you relocated to South Carolina, what was your previous state of residence? _____

What is your employment status? Full-time Part-time Unemployed Retired Disabled
Employer Name: _____ Telephone: (_____) _____
Employment Dates: From (mm/yy) _____ / _____ To (mm/yy) _____ / _____

If your claim to South Carolina resident status is based upon active military assignment to the state, please submit a copy of current military orders to the Office of Admissions.
Branch of Service: USAF USA USN USMC USCG Home of Record on L.E.S.: _____

- I hereby certify that the information I have provided on this application is complete and correct. I understand that falsification or failure to provide the correct information or omission of previous college attendance may lead to disqualification of my application for admission and immediate cancellation of registration at Horry-Georgetown Technical College.
- I understand that this information will be used to determine South Carolina residency status for tuition and fee purposes.
- I understand that pursuant to the S.C. Family Privacy Act of 2002, my personal information is subject to public scrutiny or release.
- I understand that my image (photo or video) may be used by the college for marketing or instructional purposes in the normal course of college classes and activities.
- I understand that I am responsible for paying all charges and educational costs. I also understand that should the college deem it necessary to refer any unpaid expenses and/or interest to an attorney or collection agency that I am responsible for all cost of collection, including but not limited to attorney and collection agency fees.
- I understand the FERPA Act of 1974 is a federal law that protects the privacy of and grants certain rights to my educational records. This law allows HGTC to share directory information, such as name, dates of attendance, and awards. Information is also used to publish honor list, commencement programs, and other student recognition programs.

Signature _____ Date _____

Statement of Equal Opportunity

Horry-Georgetown Technical College prohibits discrimination and harassment, including sexual harassment and abuse, on the basis of race, color, sex, national or ethnic origin, age, religion, disability, marital or family status, veteran status, political ideas, sexual orientation, gender identity, or pregnancy, childbirth, or related medical conditions, including, but not limited to, lactation in educational programs and/or activities.

Inquiries regarding the non-discrimination policies: Students and prospective student inquiries concerning Section 504, Title II, and Title IX and their application to the College or any student decision may be directed to the Vice President for Student Affairs, Dr. Melissa Batten, VP Student Affairs, Title IX Coordinator, Building 1100, Room 107A, Conway Campus, PO Box 261966, Conway, SC 29528-6066, 843-349-5228, Melissa.Batten@hgtc.edu. Employee and applicant inquiries concerning Section 504, Title II, and Title IX and their application to the College may be directed to the Vice President for Human Resources, Jacquelyne Snyder, VP Human Resources, Section 504, Title II, and Title IX Coordinator, Building 200, Room 212A, Conway Campus, PO Box 261966, Conway, SC 29528-6066, 843-349-5212, Jacquelyne.Snyder@hgtc.edu.

Student Right to Know and Campus Security Act

The Student Right to Know and Campus Security Act (Public Law 101-542), signed into law in November 1990 by the U.S. Department of Education, applies to institutions of higher education participating in federal financial assistance programs. Under this policy, current and prospective students must be informed of completion or graduation rates of students seeking certificates, diplomas or degrees. The act also requires reporting of security policies and crime statistics to students, employees, and the U.S. Department of Education. Horry Georgetown Technical College, in compliance with Student Right to Know, provides current information on these topics at www.hgtc.edu/righttoknow.

State Authorization Reciprocity Agreement

Horry-Georgetown Technical College is an approved member of the State Authorization Reciprocity Agreement (SARA). As a SARA member, HGTC adheres to an established set of standards for offering distance learning among SARA member states, districts and territories. Currently, HGTC does not offer online instruction within the following states: CA, CT, FL, KY, MA, NJ, NY, PA, UT and WI.

DEPENDENT RESIDENCY INFORMATION

A DEPENDENT student is defined as one who will receive more than half of his/her support for the 12 months immediately preceding his/her enrollment or re-enrollment from a parent, guardian or spouse and will be claimed as a dependent or exemption on that individual's income tax returns.

Applicants who claim South Carolina residence for tuition and fee purposes must complete this form in its entirety.
Additional information may be requested per SC Law 59-112. Residency requirements may be found online at www.che.sc.gov.

STUDENT / APPLICANT

Name of Student: _____ Date of Birth: _____

Are you licensed to drive? Yes No If no, do you have a State Issued Identification Card? Yes No

If yes, Driver's License or ID Number: _____ State: _____ Date Issued: _____ Expiration Date: _____

New (first issued) Renewed Transfer from another state

With whom do you reside? Self Both Parents Father Mother Spouse Other _____

Who claims you for federal income tax purposes? Self Both Parents Father Mother Spouse Other _____

Parents/Guardian Marital Status: Single/never married Married Divorced/separated Widowed Remarried Not applicable

If parents are divorced or separated, who is the custodial parent? Father Mother Shared custody Not applicable

PARENT'S / GUARDIAN'S/SPOUSE'S INFORMATION

Information of person who provides more than 50% of your financial support:

First Name: _____ Last Name: _____ Relationship: _____

Citizenship: U.S. citizen Permanent Resident Other — Specify: _____

Does this person reside in South Carolina? Yes No If yes, date present stay began. _____

Does this person reside in Horry or Georgetown County? Yes No If yes, date present stay began. _____

What is his/her address? (Street, City, State, Zip code): _____

Does this person have a valid Driver's License? Yes No If no, does this person have a State Issued Identification Card? Yes No

Driver's License Number: _____ State: _____ Date Issued: _____ Expiration Date: _____

New (first issued) Renewed Transfer from another state

Does this person have a vehicle registered in his/her name? Yes No

Vehicle Registration State: _____ Date Issued: _____ Renewed New Purchase Date: _____ Transfer from another state

If your parent/guardian relocated to South Carolina, what was the previous state of residence? _____

What is their employment status?: Full-time Part-time Unemployed Retired Disabled

Employer Name: _____ Telephone: (_____) _____

Employment Dates: From (mm/yy) _____ / _____ To (mm/yy) _____ / _____

If his/her claim to South Carolina resident status is based upon active military assignment to the state, please submit a copy of current orders to the Office of Admissions.

Branch of Service: USAF USA USN USMC USCG Home of Record on L.E.S.: _____

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Student Signature _____ Date _____

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CONWAY CAMPUS

2050 Highway 501 East
Conway, SC 29528
843-347-3186 Fax 843-349-7501

GRAND STRAND CAMPUS

743 Hemlock Avenue
Myrtle Beach, SC 29577
843-477-2094 Fax 843-477-2095

GEORGETOWN CAMPUS

4003 South Fraser Street
Georgetown, SC 29440
843-546-8406 Fax 843-546-1437