

LIVE IT.
Drexel University at Burlington County College

Thank you for your interest in Drexel at Burlington County College (BCC). This booklet contains the additional materials you will need to apply for admission to the Drexel at BCC program. A complete application packet is also available online at www.drexel.edu/bcc/apply or by calling **1-866-644-3795**.

ADMISSION APPLICATION CHECKLIST

Expedite the application process by submitting right away:

- Drexel at BCC Admission Application**
- Application fee, \$75** (*waived for students who apply online or submit the application in person at the BCC or Drexel campus*)

Submit before August 15 admission deadline:

- Transcripts**

Official transcripts must be sent directly from all previous colleges or universities attended to Drexel at BCC. The transcript should include all courses in progress.

International Students:

An official academic record (with notarized English translation) is required from every secondary school attended. A transcript is official only when it is sent directly from an institution to Drexel at BCC, or when it is officially signed, stamped in color, and sealed.

- TOEFL (International Students Only)**

International applicants whose first language is not English must take TOEFL or IELTS unless the applicant has completed 24 college-level credits, including English Composition I and II and earning a grade of C or better from a regionally accredited institution in the United States.

- Proof of Financial Responsibility (International Students Only)**

Proof of financial responsibility for students who are not United States citizens or permanent residents is required to obtain a student visa. You must submit the following documents and any necessary supporting documents. All documents must be notarized and written in English. You must submit the I-20 Application Form, which can be downloaded at www.drexel.edu/apply/i20form, and at least one of the following documents:

- A **current official bank letter** in either your name or your sponsor's name. The signature of the bank official must attest to the amount of funds available in the account.
- A **non-Drexel scholarship award letter** in your name. Enclose a signed letter or affidavit of support giving full details regarding the promise of support and the specific amount of money in U.S. dollars.

ADMISSION REQUIREMENTS

Students will typically apply for admission to Drexel at BCC at the end of their second year of college. However, students may apply without an associate's degree. To be eligible to apply to Drexel at BCC an applicant must have:

- Completed the required 100- and 200-level courses and the prerequisites required for the Drexel at BCC major with a grade of C or better.

If a student has not completed the above requirement, he or she should contact a Drexel at BCC representative to discuss eligibility for admission.

APPLICATION DEADLINES

August 15 — For entry in the fall quarter.

November 15 — For entry in the winter quarter.

**Note: All applications are reviewed on a rolling basis.*

FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA)

You do not need to wait to be accepted to apply for financial aid. To be considered for need-based financial aid, you'll need to file the FAFSA. You can complete the form online at www.fafsa.gov; be sure to list Drexel's code: 003256. The FAFSA can be started as early as January 1; however, for full financial aid consideration, you should file by February 15. Students who submit the FAFSA by this date will be eligible for the \$1,000 Early FAFSA Award.

MAIL APPLICATION MATERIALS TO:

Drexel at BCC
Drexel University
Application Processing
PO Box 34789
Philadelphia, PA 19101

DREXEL AT BCC CONTACT INFORMATION

1-866-644-DRXL (1-866-644-3795)
Fax: 856-778-7456
bccenroll@drexel.edu
www.drexel.edu/bcc

Drexel at BCC Programs

SELECT A MAJOR

Listed below are the undergraduate programs that are available for Drexel at BCC. Please use the program name to answer question 10 on the application. Refer to the Drexel at BCC website, www.drexel.edu/bcc/apply, for the most up-to-date information.

AVAILABLE ACADEMIC PROGRAMS	
Program	Co-op Option
Biological Sciences ²	One co-op
Computer Engineering ²	One co-op
Computer Science ²	Two co-op
Computing and Security Technology ¹	
Construction Management ¹	

AVAILABLE ACADEMIC PROGRAMS	
Program	Co-op Option
Culinary Arts ¹	One co-op
Electrical Engineering ²	One co-op
Engineering Technology ¹	One co-op
Hospitality Management ¹	
Mechanical Engineering ²	One co-op

¹ Fall or winter term entry ² Fall term entry only

UNIVERSITY POLICIES

Public Law 93-380: Family Educational Rights and Privacy Act

Drexel University abides by the provisions of Public Law 93-380, which grants the student the right to examine admission files that are part of the student's permanent "Educational Record." Please note that "Applicants for Admission" are not granted rights under this legislation. Once an "Applicant for Admission" becomes a "Student" by enrolling and attending Drexel, any admission file which becomes a part of the student's permanent "Educational Record" becomes available to the student for review. Applicants should understand that only the transcripts, CEEB, SAT, Achievement Test Score Reports, and those portions of the application generated by the student will become part of the student's permanent "Educational Record" upon enrollment.

No other information or material gathered or submitted in the admission process will be retained as part of the student's permanent "Educational Record." Statements or evaluations provided by any individual do not become part of the student's permanent "Educational Record" and will not be available for the student's review.

Access Privileges and Property Rights

All documents that you submit, or are submitted on your behalf, in support of this application for admission to Drexel University become the property of the University and will under no circumstances be released to you or any other party. In accordance with the provisions of the Family Educational Rights and Privacy Act, all admission decisions are given to the applicant only, in the form of a decision letter from the Office of Admissions. No decisions on applications are revealed over the telephone.

Clery Act

In compliance with the Clery Act and the College and University Security Act of 1988, Drexel's annual security reports are available online at www.drexel.edu/publicsafety.

Equal Opportunity Policy

It is the policy of Drexel University to provide a working and learning environment in which employees and students may realize their full potential as productive members of the Drexel community. Drexel University affirms its commitment to equal opportunity and nondiscrimination in employment and education for all qualified individuals regardless of race, religion, color, national origin, sex, age, sexual preference, disability, or applicable veteran status. Further, Drexel University pledges to act affirmatively in providing access to employment, benefits, facilities, and other University-administered programs to women and members of racial and ethnic minorities in recognition of the many benefits that accrue to the University as a result of their diverse experiences, cultural heritage, and perspectives that enrich the University learning experience. All Drexel University employees, administrators, faculty, and staff, as well as students, are expected to cooperate fully in meeting these legal and ethical obligations.

Inquiries regarding this policy may be directed to the Office of Equal Opportunity Programs, Drexel University, 3201 Arch Street, Suite 210, Philadelphia, PA 19104.

Accommodations for Campus Guests With Disabilities

People with disabilities who need an accommodation or service in order to fully participate in the admission process at Drexel University must contact the Office of Disability Resources (ODR) to make a formal request. ODR can be contacted at 215-895-1401, 215-895-2299 (TTY), or via email at disability@drexel.edu. For additional information about the admission process and disability resources visit the Office of Disability Resources at www.drexel.edu/odr.



LIVE IT.

Drexel University at Burlington County College Admission Application

CONTACT INFORMATION

1. Applicant's Full Legal Name: _____
Last First MI

2. Permanent/Legal Address: _____
 Address Line 1
 Address Line 2
 City
 State ZIP Code Country

3. Mailing Address: Check if same as Permanent/Legal Address
 Address Line 1
 Address Line 2
 City
 State ZIP Code Country

4. Preferred Phone Number: Home Cell Other
 ()
 Area Code Phone Number

5. Alternate Phone Number: Home Cell Other
 ()
 Area Code Phone Number

6. Applicant Email Address: _____

APPLICATION STATUS

7. Type of Applicant: Full-Time Part-Time

8. Entering Term: Fall Winter

9. Entering Year: 2014 2015

ADMISSION INFORMATION

Refer to the list of programs in the **Admission Application Guide** and select your preferred choice. Indicate the program name for your selection. Applications cannot be processed without this information.

10. First Choice: _____
Program Name

11. Second Choice: _____
Program Name

12. Please check if this applies: I am currently a BCC student.

13. Do you intend to apply for need-based financial aid? Yes No
If yes, and if you have already filed the Free Application for Federal Student Aid (FAFSA), when did you file? _____
 Month/Year

PERSONAL INFORMATION

14. Gender: Male Female

15. Other name(s) records may be under (e.g., nicknames, maiden name): _____

16. Date of Birth: _____
Required Month/Day/Year

17. Social Security Number: _____
Required for financial aid processing (U.S. applicants only)

17. Citizenship:
 U.S. citizen/dual U.S. citizen. If dual, other country of citizenship _____
 Permanent resident (Green Card holder). Citizen of _____
 with Alien Registration Number _____
 Other citizenship. Citizen of _____
 Do you currently have a visa? Yes No
If yes, please list visa type _____
If not a U.S. citizen, and you are in the U.S., please indicate the year you came to the United States _____

18. Is English your first language? Yes No
 Please indicate the number of years you have studied English _____
If no, please indicate your first language _____

19. What is your country of birth? _____

Admission Application

20. Drexel University seeks to draw students from all ethnic groups. (*Your responses are optional.*)

- Are you Hispanic/Latino (including Spain)? Yes No
- Regardless of your answer to the prior question, please indicate how you identify yourself.
(Check one or more that describes your background.)

- American Indian or Alaska Native (including all Original Peoples of the Americas)
- Asian (including Indian subcontinent and Philippines)
- Black or African American (including Africa and Caribbean)
- Native Hawaiian or Other Pacific Islander (Original Peoples)
- White (including Middle Eastern)

21. Are you currently serving or have you served in the United States armed forces? Yes No

If yes, indicate years of attendance: from _____ to _____
Month/Year Month/Year

FAMILY INFORMATION

22. Please check all that apply:

- My brother/sister currently attends or graduated from Drexel University as a full-time undergraduate student.

(If yes, you may qualify for a \$3,000 Dragon Family Scholarship.) Name _____ Graduation Year _____

- My father/mother/guardian is a Drexel University employee. Name _____

- My father/mother/guardian or grandparent graduated from Drexel University or MCP Hahnemann University.

(If yes, you may qualify for a \$3,000 Drexel Legacy Scholarship.) Name _____ Graduation Year _____

23. Please enter parent/guardian information:

_____ Father/Guardian Name	_____ Highest Degree Attained	_____ Father/Guardian Email Address
_____ Mother/Guardian Name	_____ Highest Degree Attained	_____ Father/Guardian Email Address

COLLEGE/UNIVERSITY INFORMATION

24. List the most recent college/university that you have attended. You must request official transcripts for all schools you have attended as described in the **Admission Application Guide**.

_____ Name of Institution	_____ Location of Institution
_____ Dates of Attendance (month/year to month/year)	_____ Certificate, Diploma, or Degree
	_____ Date Received/Expected

25. How many colleges/universities have you attended? _____

26. Have you ever attended undergraduate courses at Drexel University or MCP Hahnemann? Yes No

If yes, indicate years of attendance: from _____ to _____
Month/Year Month/Year

27. If you are applying for winter term, did you receive federal or Pennsylvania state aid at another institution during the fall term of this academic year?
 Yes No N/A

28. Are you a current member of the Phi Theta Kappa (PTK) Honor Society? Yes No

29. Have you ever been the subject of a disciplinary action or investigation including, but not limited to: suspension, dismissal, expulsion, or denial of readmission at any high school, post-high school educational institution, college, or university? Or, do you have any of these disciplinary or judicial actions pending or unresolved against you at any high school, post-high school educational institution, college, or university?
 Yes No

If yes, you must submit a statement on a separate piece of paper that gives the approximate date of each incident and describes the circumstances and the outcome of disciplinary action taken against you.

30. Have you ever been convicted* of a crime (including, without limitation, any crime involving violence, alcohol, or drugs), felony, or misdemeanor or do you currently have any criminal charges pending or unresolved against you in any court?

- Yes No

If yes, you must submit a statement on a separate piece of paper that gives the approximate date of each incident, the specific charge, whether each incident was a felony or misdemeanor, and describe the circumstances and outcome of each charge filed against you.

*Note: Conviction includes judgment, found guilty by a judge or jury, pleaded guilty or nolo contendere, received probation without verdict, disposition in lieu of trial, or ARD.

VERIFY APPLICATION

31. **Read carefully and sign:** I certify that the information on this application is complete and correct, and I understand that the submission of false information is grounds for denial of my application, withdrawal of any offer of acceptance, cancellation of enrollment, or appropriate disciplinary action. I authorize the University to verify the information I have provided with all of the schools that I have attended. I agree to notify the proper officials of the institution of any changes in the information provided.

Applicant's Signature _____ Date _____

Transcript Request Form

OFFICIAL TRANSCRIPTS MAY BE MAILED TO:

By Postal Mail:

Drexel at BCC • Drexel University • Application Processing • PO Box 34789 • Philadelphia, PA 19101

By Express Courier (DHL, FedEx, UPS, etc):

Drexel at BCC • Drexel University • Application Processing • 3141 Chestnut Street • Philadelphia, PA 19104-2876

APPLICANT INSTRUCTIONS

Please complete this form and forward to either the counselor or registrar of your college or high school. Please be sure to send this form early enough so your transcript can be received before the deadline. **Please duplicate this form and submit to all institutions attended.**

Applicant's Name: _____
Last First MI

Date of Birth: _____ Social Security Number: _____
Required Month/Day/Year

Date of Enrollment: _____ to _____
Month/Year Month/Year

I hereby authorize the release of this transcript/mark sheet of my academic record to Drexel University.

Applicant's Signature: _____ Date: _____

