EOP Application for Admission

We are pleased that you are interested in the Expanded Options Program through Portland Community College. This application and instruction sheet should give you the basic information you need to apply for admission into the EOP.

www.pcc.edu/pavteceop/

1 Apply through your high school
Meet with your high school counselor to determine the school’s application requirements and deadlines. These are separate from the admissions requirements of PCC.

2 Complete the EOP application
If accepted by your high school, complete the PCC Application and College Expectations form with your high school counselor. Your application must be received by PCC at least 4 weeks before the term begins.

3 Complete the Consent to Release Confidential Information
Based on the Family Educational Rights and Privacy Act (FERPA), a written consent of the student is required for PCC to release information to the student’s participating high school. Complete the consent form with your high school counselor. You may list two high school representatives on the consent form.

4 Take the placement test
Visit http://www.pcc.edu/resources/testing/ for testing locations and times. Take your placement test seriously. Your test scores determine appropriate placement in PCC courses.

5 Complete New Student Orientation
Once accepted, complete the New Student Orientation available online at www.pcc.edu. Refer to the Orientation Centers site for campus locations.

6 Select classes and get approval
Your high school must approve your classes before enrolling at PCC and will complete the EOP Billing Authorization to approve payment of tuition and fees. Check with your counselor to see if books will be paid by the high school.

7 Register for classes
EOP registration is conducted in the same way as regular college registration. Please consult PCC’s Registration pages for details at http://www.pcc.edu/enroll/registration/.

PCC Identification Number
Upon admission, all students attending PCC will be assigned a unique and randomly generated identification number. This permanently assigned identification number is directly connected with students’ academic records and used by our students to access their own confidential enrollment and registration records. PCC uses this student identification number whenever possible.
PCC Admission Application for EOP Participants

Enrollment Term (mark one)  Year: _______ Term:  □ Fall  □ Winter  □ Spring  □ Summer
What Campus do you plan to attend?  □ Cascade  □ Rock Creek  □ SE Center  □ Sylvania  □ Newberg

Last Name            First Name                     Middle Initial
Mailing Address   City         State/Zip   Birth Date            M or F
Day Telephone    Home Telephone    Email Address
Current High School   High School Contact Name   Expected Graduation Year

PCC is committed to affirmative action and would appreciate your response to the following. Choose only one.
□ Black, African American, Non Hispanic 2  □ American Indian/Alaskan Native4  □ Asian/Pacific Islander3
□ Hispanic 1  □ White6  □ Prefer not to answer8
□ Other 9

Are you an Oregon Resident?  □ Yes  □ No
Please indicate your citizen type.
□ U.S. Citizen C  □ Resident Alien/Refugee/Immigrant R  □ Other _______  

Current employment status  □ 35 or more hours per week EF
□ Fewer than 35 hours per week EP
□ Not employed EN

Do you plan to transfer to another school when you leave PCC?
□ Yes, to a 4-year school T4
□ Yes, to another 2-year school T2
□ No TN
□ Undecided TU

Did either of your parents (step-parents or guardians) earn a 4 year degree?
□ Yes  □ No

I give permission for confidential records and information to be shared between the High School, Portland Community College, and other support services related to my enrollment in the Expanded Options Program. I understand information cannot be released to Parents/Guardians without a separate written consent.

Student    Date     Parent/Guardian    Date

We, the undersigned, attest to the above information. We believe that this student has the ability and maturity to be successful at PCC. We further agree to abide by all college policies and procedures published online and in the PCC schedule.

Sponsoring High School District     Authorized School Official   Date

Supplemental Admissions Data:
Degree Code: HS   Student Type: F   Educational Goal: D   Reason for attending: RH   Level of Education: S

Revised 11/2013
High School Counselors:

1. Review College Expectations (below) with EOP applicant.
2. FAX pages 2 & 3 of the EOP Application to the PCC Admissions Office.
3. Keep original copy of application at the high school in the student’s file.

College Expectations

Admissions to Portland Community College carries with it the presumption that the student will conduct him/herself as a responsible member of the college community and will observe standards of conduct which are appropriate to the pursuit of educational goals. [http://www.pcc.edu/about/policy/student-rights/](http://www.pcc.edu/about/policy/student-rights/). There are significant differences between the high school atmosphere and the college atmosphere; for example:

- The student population at PCC consists primarily of adults who neither need, nor receive, supervision from the staff.

- The PCC staff expects mature, adult-like behavior of all students and do not tolerate inappropriate behavior. Inappropriate behavior may result in a student’s dismissal from the Expanded Options Program.

- PCC does not provide follow-up on non-attendance; students are expected to attend on a regular basis.

- Upon entering the college, students assume responsibility for their actions and for their success. This includes following all registration processes, meeting deadlines, and seeking assistance from many services available to students. Students are responsible for managing their own schedules, which includes dropping courses through the registration office or online, if they are unable to attend.

- Students are responsible for paying charges, such as parking or classes not explicitly authorized by the high school, by the published due date.

- Internet access is provided on campus to all students at PCC. All students are expected to self-monitor for appropriate usage of Web sites and information gathering.

- Parents cannot contact instructors or college officials concerning student attendance, grades, or activities on campus.

- In accordance with Federal/Privacy laws (FERPA), students must complete Consent to Release Confidential Information form in order for parents to access confidential student records.

<table>
<thead>
<tr>
<th>Student</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Parent/Guardian</th>
<th>Date</th>
<th>Daytime telephone number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>