

TO SUBMIT BY MAIL SEND TO: Brookdale Community College, 765 Newman Springs Road, Lincroft, NJ 07738

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**Below are instructions for completing an application for admission along with some useful general information.**

**If you have any questions about applying to Brookdale, please call (732) 224-2375.**

## ◆ DEFINITIONS

### 1. Degree Student

A degree student is a student who is enrolled in a program of study leading to a degree or certificate, either on a full- or part-time basis.

### 2. Non-Degree Student

A non-degree student is a student who is not enrolled in a program of study leading to a degree or certificate.

### 3. Full-Time Study

Full-time study is enrollment for 12 or more credits. Part-time study is enrollment for 11 or less credits.

### 4. Student Development Specialist

A Student Development Specialist is a counselor who works primarily with degree students to assist them in selecting their courses, as well as with personal and career counseling.

### 5. Matriculation

Matriculation means choosing a major and enrolling in a program leading to a certificate or degree. Degree students are matriculated; non-degree students are not matriculated.

## ◆ GENERAL INFORMATION

### 1. Application

Please complete all questions on the application on Form A. Answer the question concerning program by listing the name of the program and the code from the "Academic Program Codes" list. A \$25.00 non-refundable application fee is required (check or money order) and should be submitted with the application. Applications can be returned to the Admission Office either by mail, in person or submitted on-line.

### 2. Course Information

The College Catalog lists courses taught at Brookdale and their descriptions. The Schedule of Classes lists the times and days for courses being offered each semester. Both of these publications contain additional information which is valuable to students. This information can also be obtained online on [www.brookdalecc.edu](http://www.brookdalecc.edu).

## ◆ DEGREE STUDENTS

### 1. Admission

In addition to the application, all degree students must complete Form B - Immunization Record Form. Contact your high school and have a copy of your high school transcript forwarded to the Brookdale Admissions Office. If you completed course work at any college, have official copies of your transcript forwarded to the Brookdale Admissions Office. Students who do not meet specified exemptions must complete and return Form B - Immunization Record Form.

### 2. Testing

All new degree students are required to take the preregistration testing battery before they may register. These tests are designed to help you and your Student Development Specialist select your courses. The test results play no role in your admission to the College. Once your admission application is processed, you will receive notification of testing information and possible exemptions from testing.

### 3. Counseling

After you have taken the placement test or are waived, you will need to make an appointment with a Student Development Specialist (counselor). It is the student's responsibility to schedule an appointment with him/her. Clearance from your Student Development Specialist is required for registration. Please call 732-224-2555 for an appointment.

### 4. Course Load

In the long terms (Fall and Spring), degree students may register for any number of credits up to a maximum of 16. In the short terms (Summer), the maximum credit load is 7 credits. Winterim's maximum credit load is 4 credits.

## ◆ NON-DEGREE STUDENTS

### 1. Admission

Only the application for admission (Form A) is required of non-degree students. If, at a later date, you wish to become a degree student, additional forms are required. Ask for information at the Admission Office.

### 2. Testing

Pre-registration tests are not required for non-degree student unless they wish to register for developmental courses which require both pre-registration tests and the approval of the Student Development Specialist. All other courses are available without testing or approval of the Student Development Specialist, provided the prerequisites are met. (Course prerequisites are shown in the Catalog.)

### 3. Counseling

Non-degree students who wish to meet with an academic advisor/counselor should contact the Counseling Office for an appointment.

### 4. Course Load

Non-degree students may register for a maximum of 11 credits. They may take these credits over one long semester or several semesters. After 11 credits, non-degree students must contact the Admission Office.

# Academic Program Codes

## ◆ TRANSFER PROGRAMS

### Associate in Arts Program A.A. Degrees

Accounting	BAACC
Business Administration	BAADM
<i>Education Options:</i>	
Early Childhood Education	EDEC
Elementary, Middle & Secondary Education	EDUC
<i>Humanities Program Options:</i>	
Art	HUART
Humanities - Graphic Design	HUGDS
Creative Writing	HUCRW
English	HUENG
Journalism	HUJOU
Liberal Education	HULIB
Media Studies	HUMED
Modern Languages	HUMDL
Music	HUMUS
Photography	HUPHT
Public Relations	HUPBR
Speech Communication	HUSPC
Theater	HUTHT
Women's Studies	HUWMN
<i>Social Sciences Options:</i>	
Anthropology	SSANT
Ethnic Studies	SSETH
History	SSHIS
International Studies	SSINT
Philosophy	SSPHI
Political Science	SSPOL
Psychology	SSPSY
Public Administration	SSPUB
Social Science	SOCSOC
Sociology	SSSOC

### Associate In Fine Arts Program A.F.A. Degree

<i>Fine Arts Option:</i>	
Studio Art	ART

### Associate In Science Programs A.S. Degree

Architecture	ARCHT
Computer Science	CMPSC
Criminal Justice	CRJUS
Corrections	CJCOR
Engineering	ENGIN
<i>Mathematics/Science Program Options:</i>	
Biology	MSBIO
Chemistry	MSCHM
Environmental Earth Sciences	MSENE
Mathematics	MSMTH
Physics	MSPHY
Science	MTHSC

## ◆ CAREER PROGRAMS

### Associate In Applied Science Programs, A.A.S. Degrees

Accounting	ACCNT
<i>Automotive Technology Options:</i>	
Automotive Engineering Technician	AUENG
Automotive Technology	AUTCH
GM Automotive Service Educational Program (GM-ASEP)§	AUGMA
Toyota Technical Educational Network (T-TEN)§	AUTYT
<i>Business Program Options:</i>	
Business Management	BUBMT
<i>Communication Media Program Options:</i>	
Audio Production	CMAUD
Video Production	CMVP
Computer-Aided Drafting and Design Technology	CADD
<i>Computer Science Options:</i>	
Programming	CMPPR
Web Site Development	CMPWD
Culinary Arts*	CULAR
Dental Hygiene*	PDTHP
Early Childhood Education	EDAEC
Diagnostic Medical Sonography*	PDMSO
Digital Animation & 3D Design Game Programming Option	DIAD DIGP
<i>Electronics Technology Program Options:</i>	
Electronics/Computer Technician	ELCMP
Electronics/Engineering Technician	ELENG
Electric Utility Technology*	PEUTC
Electric Utility Tech-Substation*	PEUSB
Fashion Merchandising	FASHN
Graphic Design	GRPDN
Health Information Technology	HITC
<i>Human Services Options:</i>	
Addiction Studies	HMSRV
Corrections	HMADS
	HMCOR
Interior Design	INTDS
Marketing	MARKT
Medical Lab Technology*	PMDLT
Music Technology	MUTCH
<i>Network Engineering Technology and Administration Options:</i>	
Network Information Technology	NTIT
Nursing*	PNRSG
Paralegal Studies	PLGLS
Radiologic Technology*	PRADT
Respiratory Therapy*	PRSPT
Sustainable Energy	SENEG
<i>Technical Studies Program Option:</i>	
Business Management Option	BUTCS

## ◆ ACADEMIC CREDIT CERTIFICATES

Accounting	ACCTCC
<i>Electronic Technology Options:</i>	
A+ Computer Repair Technician	CSREPC
Computer LAN/WAN Technician Certificate CCNA	CSLANC
Culinary Pastry Arts	CUPSTC
Culinary Arts	CULCAC
Dental Assisting*	PDAST
Early Childhood Education	EADECC
Horticulture	HORT
Liberal Studies Transfer	LIBST
Paralegal Studies	PLGLA
Webmaster Administration	CSWEBC

## ◆ ACADEMIC CREDIT CERTIFICATES OF ACHIEVEMENT

<i>Automotive Certificates:</i>	
Advanced Automotive Technician	AUADUA
Automotive Brakes, Steering, Suspension & Alignment Specialist	AUBRKA
Automotive Electrical Power Systems Specialist	AUELTA
Automotive Transmissions Systems Specialist	AUDRVA
Automotive Engine Performance Specialist	AUTNPA
Automotive Engine Remanufacturing Specialist	AUREMA
Computer-Aided Drafting and Design	CADDCA
Floral Design	FLORDA
Landscape Design	LANDDA
Medical Coding	MEDCC
Social Services	SSRVCA

§ Additional requirements necessary.  
Contact Automotive Technology Department at (732) 224-2747.

\* Additional admission requirements necessary.  
Contact the Admission Office at (732) 224-2375.



# Immunization Record Form Return to Admission Office

**Non-Medical Exemption\***

You are exempt, if a) You were born before 1957. Proof of birth date (a copy of driver's license, passport or birth certificate) MUST accompany this form. b) religious exemption. You MUST provide a written signed statement explaining how the administration of an immunizing agent conflicts with your religious beliefs.

**Immunization Or Medical Exemption\***

You are exempt if you present a written signed statement from a physician stating that immunization is medically contraindicated for a specific period of time (the expiration date for the period must be stated and failing to be immunized thereafter will preclude further enrollment), and setting forth the reason(s) for the medical contraindication, based upon valid medical reasons as enumerated by the most recent recommendations of the Advisory Committee On Immunization Practices of the USPHS.

Last Name First Name Middle Initial

Social Security # Date of Birth Student ID#

**HEALTH CARE PROVIDER'S CERTIFICATION**

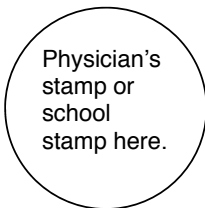
The vaccine: If you received the live measles, mumps, and rubella vaccine, singly or in combination (MMR) a) after 1968, AND b) on or after the first birthday, AND c) a second MMR vaccination no less than one month after the first dose. The Hepatitis B vaccine is given in a series of three doses. The first and second dose must be given one month apart. The second and third dose must be given five months apart.

Vaccine	Date of 1st Dose	Date of 2nd Dose	Date of 3rd Dose
Measles			N/A
Mumps			N/A
Rubella			N/A
MMR			N/A
Hepatitis B			

OR

Please provide documented laboratory proof of a MMR titer or a Hepatitis B titer if no date is recorded for immunizations.

MMR Titer	Date
Hepatitis B Titer	Date



I certify the above-named student has received measles, mumps, rubella, and Hepatitis B vaccines as described above. The dates indicate when the immunizations were given.

Health Care Provider Health Care Provider Date  
 (Please type or print name) (Signature)

**EXEMPTIONS**

**1. Non-Medical**

A) You were born before 1957 Proof is required to accompany this form; a copy of your driver's license, Passport, or birth certificate.

B) Religious A written signed statement from the student, explaining how the administration of an immunizing agent conflicts with the student's religious beliefs.

**2. Medical**

A written signed statement from a physician stating that immunization is medically contraindicated for a specific period of time (the expiration date for the period must be stated and failing to be immunized thereafter will preclude further enrollment), and setting forth the reason(s) for the medical contraindication, based upon valid medical reasons as enumerated by the most recent recommendations of the Advisory Committee On Immunization Practices of the United States Public Health Service (USPHS).

*\*A student with a medical or religious exemption may be temporarily excluded from classes and from participation in institution sponsored activities during a vaccine preventable outbreak or threatened outbreak. This decision shall be made by the institution in consultation with the NJ State Commissioner of Health or his/her designee. This exclusion shall continue until the outbreak is over. In addition, the College is not responsible if the student contracts measles, mumps, or rubella.*