

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) 224-2933.

◆ 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. Your social security number is a very important piece of information. Please double-check it before submitting your application. Applications can be returned to the Admission Office either by mail or 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.

◆ 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 tests, you will be assigned 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. Call 732-224-2555 for Business, 732-224-2505 for Humanities, 732-224-2586 for Science, or 732-224-2338 for Social Science.

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. Winter'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 the 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.

Brookdale Community College
765 Newman Springs Rd
Lincroft, NJ 07738

Academic Program Codes

◆ Transfer Programs

ASSOCIATE IN ARTS PROGRAM	
A.A. Degrees	
Accounting	BAACC
Business Administration	BAADM
Education Options:	
Elementary, Middle & Secondary Education	EDUC
Early Childhood Education	EDEC
Humanities Program Options:	
Art	HUART
Broadcasting	HUBRD
Communication Design	HUCDS
Creative Writing	HUCRW
English	HUENG
Journalism	HUJOU
Liberal Education	HULIB
Media Studies	HUMED
Modern Languages	HUMDL
Music	HUMUS
Photography	HUPHT
Public Relations	HUPPR
Speech Communication	HUSPC
Women's Studies	HUWMN
Social Science	SOCSC
Ethnic Studies	SSETH
History	SSHIS
International Studies	SSINT
Philosophy	SSPHI
Political Science	SSPOL
Psychology	SSPSY
Public Administration	SSPUB
Anthropology	SSANT
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
Mathematics/Science Program Options:	
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
Automotive Technology Options:	
Automotive Engineering Technician	AVENG
Automotive Technology	AUTCH
GM Automotive Service	AUGMA
Educational Program (GM-ASEP)S	
Toyota Technical Educational Network (T-TEN)S	AUTTY
Business Program Options:	
Business Management	BUBMT
Communication Design	COMDN
Communication Media Program Options:	
Audio Production	CMAUD
Television Production	CMTVP
Computer-Aided Drafting and Design Technology	
	CADD
Computer Science Options:	
Programming Option	CMPPR
Web Site Development Option	CMPPW
Culinary Arts*	PCULA
Dental Hygiene*	PDTHP
Early Childhood Education	EDAEC
Digital Animation & 3D Design	DIAD
Game Programming Option	DIGP
Electronics Technology Program Options:	
Electronics/Computer Technician	ELCMP
Electronics/Engineering Technician	ELENG
Electronics Utility Technology*	PEUTC
Electronic Utility Tech-Substation	PEUSB
Fashion Merchandising	FASHN
Health Information Technology	HITC
Human Services Options:	
Addiction Studies	HMSRV
Corrections	HMADS
Interior Design	HMCOR
Marketing	INTDS
MARKT	
Network Engineering Technology and Administrator Options:	
Network Information Technology	NTT
Nursing*	PNRSG
Paralegal Studies	PLGIS
Radiologic Technology*	PRADT
Respiratory Therapy*	PRSPT
Technical Studies Program Option:	
Business Management Option	BUTCS

◆ Academic Credit Certificates

Accounting	ACCTC
Electronic Technology Options:	
A+ Computer Repair Technician	CSREPC
CCNA and MCSE Networking Administration	CSNETC
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
Business Technology Office Assistant	BTACC
Webmaster Administration	CSWIBC

◆ Academic Credit Certificates of Achievement

Automotive Certificates:	
Advanced Automotive Technician	ALADUA
Automotive Brakes, Steering, Suspension and Alignment Specialist	AUBRKA
Automotive Electrical Power Systems Specialist	AUEITA
Automotive Transmissions Systems Specialist	AUDRYA
Automotive Engine Performance Specialist	AUTNPA
Automotive Engine Remanufacturing Specialist	AUREMA
Computer-Aided Drafting and Design	CADDCA
Rural Design	FLORDA
Landscape Design	LANDDA
Medical Billing and Coding	MEDBC
Social Services	SSRVC

§ 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.

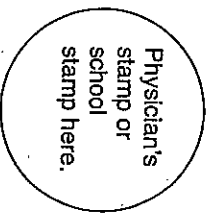
Vaccine	Date of 1st Dose	Date of 2nd Dose	Date of 3rd Dose
Measles			N/A
Mumps			N/A
Rubella			N/A
MMR			N/A
Hepatitis B			

OR

MMR Titer	Date
Hepatitis B Titer	Date

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

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

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.*