
Admissions

Admission of International Students

Kellogg Community College welcomes applications for admission from non-immigrant students.

If you desire student status, you must:

1. Complete and sign the application for admission.
2. Make arrangements to send or request official copies of your academic records, both high school and college, translated to English.
3. Provide evidence of adequate proficiency in the English language if English is not your official native language. English proficiency means that you can speak, write, and read English fluently. Applicants from non-English speaking countries must provide proof of written and oral English competency by submitting official copies of scores from either the TOEFL (Test of English as a Foreign Language), or the MELAB (Michigan Test of English Proficiency). Kellogg Community College requires a score of 500 on the TOEFL (computer-based =173) or a minimum score of 75 on the Michigan test.
4. Provide evidence that sufficient financial resources are available to meet all expenses. You must submit proof of support in the form of a letter from a parent, guardian, relative, or sponsoring agency (government or private). Also submit a bank statement certifying you have adequate funds for the cost of tuition, fees, and living expenses.

Upon acceptance to the College, an I-20 (Certificate of Eligibility) form will be issued to you. Requests for international student applications should be made through Admissions.

Admission to Allied Health Programs Dental Hygiene, Medical Laboratory Technology, Physical Therapist Assistant, Radiography (Radiologic Technologist)

Because of space limitations, enrollment limitations imposed by accrediting agencies, or program prerequisites, admission to these programs is selective. Please refer to program pages of the individual Allied Health programs for descriptions of the programs, and specific admission prerequisites and criteria. The admission process includes the following steps:

1. Individuals may apply for only one Allied Health or Nursing program at a time. Initiating an application to a second Allied Health or Nursing program will nullify any previous application to another Allied Health or Nursing program for that admission period. New applications are not accepted for an entering class year until the admission criteria and prerequisites for that year are published in the College catalog. The catalog is published roughly a year before admission decisions to which it applies are made. For example, applications for classes entering fall 2009 (or later that academic year) will not be accepted until after April 1, 2008.
2. Applicants are notified in writing of any information needed for a completed application file after their applications have been received. Applicants are responsible for providing the information and documents necessary for a completed application file.
3. Completed application files contain the following information:
 - a. College application form indicating the specific allied health program desired

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- and previous colleges attended.
- b. Evidence of high school performance and graduation.
 - i. For high school graduates: High school transcript(s) showing entire high school record, including graduation.
 - ii. For high school students anticipating graduation during the current year: Prior to the closing date, applicants who are currently in high school need to submit an updated transcript from their completed first semester of their senior year. If admitted to an Allied Health program, an additional high school transcript showing graduation must be submitted prior to beginning the program.
 - iii. For GED recipients: Successful GED results and high school transcript(s) (to document courses completed at high schools, if applicable).
 - c. ACT or SAT score (waived for applicants who provide official documentation of a degree from an accredited college).
 - d. Official transcripts from other colleges attended. Applicants are responsible for sending updated copies of official transcripts from other colleges as they become available during the admission process.
4. The application file must be complete by the application closing date. The application closing date for:
- a. Dental Hygiene is March 1 unless an insufficient number of applications are received.
 - b. Radiography is March 1 unless an insufficient number of applications are received.
 - c. Physical Therapist Assistant and Medical Laboratory Technology are April 1 unless an insufficient number of applications are received.
5. Admission decisions will be made based on the specific criteria as stated for each program. (See the program pages for the program prerequisites and criteria used for admission.) Program prerequisites and criteria for admission in this catalog apply to classes admitted for the 2008-2009 academic year.
 6. Each individual whose application was completed will be informed of the admission decision.
- The admission to any Allied Health program will NOT be based on race, religion, color, national origin, sex, marital status, age, or handicap. ACT and SAT scores and grades in both high school and college (if applicable) will be considered in the selection process. Other factors may also be considered but may be prioritized and weighted differently by individual programs. See the program page of the program to which you are applying for the general factors considered by each separate program. You may obtain more specific information about the selection process from the program director or coordinator.

Admission to Nursing Programs

Admission to the nursing programs is selective due to space limitations, enrollment limitations imposed by regulatory bodies, and program prerequisites. Please refer to Nursing Program, page 114, for descriptions of the nursing programs and specific admission prerequisites. The admission process includes the following steps:

1. Individuals may apply for only one Nursing or Allied Health program at a time. New applications are not accepted for an entering class year until the admission criteria and prerequisites for that year are published in the College catalog. The catalog is published roughly a year before admission decisions to which it applies are made. For example, applica-

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- tions for classes entering Fall 2009 (or later that academic year) will not be accepted until after April 1, 2008.
2. Applicants are notified in writing of any information needed for a completed application file after their applications have been received. Applicants are responsible for providing the information and documents necessary for a completed application file.
 3. Completed application files contain the following information:
 - a. College application form indicating the specific nursing program desired and previous colleges attended.
 - b. High school transcript for courses for which the student requests evaluation by the College for equivalency to required courses.
 - c. ACT or SAT score (waived for applicants who provide official documentation of a degree from an accredited college), or COMPASS reading score.
 - d. Official transcripts from other colleges attended. Applicants are responsible for sending updated copies of official transcripts from other colleges as they become available during the admission process.
 - e. Documentation of successful completion of admission prerequisite courses.
 4. Completed files are reviewed and applicants with all admission prerequisites satisfied are admitted until available spaces are filled. Remaining applicants with all admission prerequisites satisfied are placed on an alternate list. Communication of admission decisions is usually completed on the following schedule:
 - a. Associate Degree Nursing Program
 - Full-time option: March
 - Part-time option: September
 - LPN advanced placement: April
 - b. Practical Nursing Program
 - Full-time option: April
 - Part-time option: October
 5. Individuals on the alternate list when classes begin are notified that they may apply for the next class.
- Admission to a nursing program will not be based on race, religion, color, national origin, gender, marital status, sexual orientation, age, or disability. Admission to the nursing program is based on a completed application file and the factors described on page 114. Program prerequisites and criteria for admission in this catalog apply to the 2008-2009 class.