

HUDSON VALLEY COMMUNITY COLLEGE









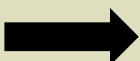




**“INSTANT
ADMISSIONS DAY”**

**STUDENT
APPLICATION INSTRUCTIONS**

ADMISSIONS OFFICE
80 VANDENBURGH AVENUE, TROY, NY 12180
PHONE: (518) 629-7309
FAX: (518) 629-4576

“INSTANT ADMISSIONS DAY” STUDENT APPLICATION INSTRUCTIONS

Thank you for taking the time to register to attend the Hudson Valley Community College Instant Admit Day. To begin the process and be eligible to receive an appointment time you will need to apply online by carefully following the instructions outlined below:

STEP 1:		Visit www.hvcc.edu
STEP 2:		Click on “ Admissions & Aid ” tab
STEP 3:		Beside <i>How to Get Started</i> , Click on “ Applying for a Program ”
STEP 4:		Where it indicates Step 1, Click on “ Apply for Admission ”
STEP 5:		Click on “ First time user account creation ”
STEP 6:		Set up a Login ID “ Username ” and “ Pin ” (REMEMBER YOUR PIN #)
STEP 7:		Select “ First Time Freshman ” Save & Continue
STEP 8:		Choose “ Fall 2019 ”; Choose “ Fill out Application ”
STEP 9:		You will be at the Application Checklist: Click on “ Additional Name Information ” and begin the process. Move through the forms clicking “ Save & Continue ” at the bottom of each page until you complete the application. Required items are noted in red.
STEP 10:		When the application is complete you will see “ Application Checklist ” with all items checked. Once you see this click “ Submit Application ”. If all items <u>are not checked</u> click on the unchecked item(s) to complete the process.
STEP 11:		You MUST click “ I agree to the terms ” on the “ Admissions Agreement ” form.
STEP 12:		Print off the acknowledgement page and bring it to your Guidance Office.
STEP 13:		<u>Once the acknowledgement page is given to your Guidance Office</u> your appointment date will be set.

Student Name: _____ Date of Birth: ____/____/____

Program of Study (Major Requesting): _____

Will you receive college credit for any college in the high school class that you have taken? (Please check box) Yes No

If yes, please list the name of College/University(s): _____

Please check () the box that indicates your citizenship: U.S. Citizen Permanent Resident International Student
(Non-U.S. Citizen)

Please return *Instruction Sheet & Acknowledgement Page* to your School Counselor.