

# ALLEGANY COLLEGE *of* MARYLAND

# APPLICATION FOR ADMISSION

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## ALLEGANY COLLEGE

===== *of* MARYLAND =====

*Thank you for your interest in Allegany College of Maryland.*

Allegany College of Maryland has an open door admissions policy; however, some programs have specific admissions requirements. Our goal is to make your admission and registration process as simple as possible.

Allegany College of Maryland does not discriminate on the basis of federally protected classes of race, color, national origin, religion, sex, age, disability, and veteran/military status in matters affecting employment or in providing access to programs and activities. Allegany College of Maryland recognizes and complies with additional protections for employees and/or pursuant to state law. Additional information is available at <https://www.allegany.edu/non-discrimination>. For inquiries related to the application of this statement, the Non-Discrimination policy, Title IX, and ADA/504, please contact: Dr. Renee Conner, Dean of Student and Legal Affairs, Title IX Coordinator, ADA/504 Coordinator, 301-784-5206 / [rconner@allegany.edu](mailto:rconner@allegany.edu). Allegany College of Maryland is required to inform prospective and current students of important College policies including Non-Discrimination, Title IX, Child Abuse Mandated Reports, Clery Act, Heroin & Opioid, Drug and Alcohol Use, Academic Disabilities, FERPA, Accreditation, Faith-Based/Religious Academic Accommodations, and Medical Disclosure Procedure. For full details on these key policies, please visit the Allegany College of Maryland website at [allegany.edu/policy-mandates](https://allegany.edu/policy-mandates). Allegany College of Maryland recognizes drug and alcohol abuse/addiction as a health risk; the dangers associated with heroin and opioids are gravely concerning to this institution. The college urges everyone to be informed and offers educational resources (including treatment information) at <https://allegany.edu/drug-and-alcohol-information/index.html>. All new, full time students are required by Maryland law to participate in heroin/opioid training. In an overdose emergency, call 911. If you have any questions or concerns or if you need help, contact the Campus Safety/Special Police by email at [dlancaster@allegany.edu](mailto:dlancaster@allegany.edu) or by phone at 301-784-5252 or the Office of Student & Legal Affairs by email at [rconner@allegany.edu](mailto:rconner@allegany.edu), or by phone at 301-784-5206. \*Allegany College of Maryland prohibits the possession and use of drugs and alcohol on all college property and in all college-affiliated activities without the express permission of the College President.

### PLEASE RETURN COMPLETED APPLICATION TO:

ALLEGANY COLLEGE OF MARYLAND  
ADMISSIONS OFFICE  
12401 WILLOWBROOK ROAD, SE  
CUMBERLAND, MARYLAND 21502-2596

Phone: 301-784-5199 | FAX: 301-784-5027  
Bedford County Campus: 814-652-9528

**NO APPLICATION FEE REQUIRED**

Applications for Willowbrook Woods housing of Allegany College of Maryland are available online at:

<https://allegany.edu/student-housing/index.html>

FOR COLLEGE USE ONLY STUDENT ID NUMBER		PERSONAL INFORMATION		PLEASE PRINT (IN INK) OR TYPE
		SOCIAL SECURITY NUMBER	LEGAL LAST NAME	
LEGAL FIRST NAME		MI	MAIDEN NAME	
MARITAL STATUS (FOR STATISTICAL PURPOSES ONLY) 1 <input type="checkbox"/> SINGLE    3 <input type="checkbox"/> DIVORCED    5 <input type="checkbox"/> SEPARATED 2 <input type="checkbox"/> MARRIED    4 <input type="checkbox"/> WIDOWED    6 <input type="checkbox"/> DOMESTIC PARTNER		PERMANENT ADDRESS - NUMBER & STREET / CITY / STATE / ZIP CODE		
TELEPHONE NUMBERS HOME # (    ) _____ CELL # (    ) _____		LOCAL MAILING ADDRESS & PHONE (IF DIFFERENT FROM PERMANENT)		
DATE OF BIRTH Month   Day   Year	GENDER 1 <input type="checkbox"/> MALE 2 <input type="checkbox"/> FEMALE	PERSONAL E-MAIL ADDRESS		ARE YOU OF HISPANIC OR LATINO ORIGIN? <input type="checkbox"/> YES <input type="checkbox"/> NO
CITIZENSHIP STATUS: 1 <input type="checkbox"/> U.S. CITIZEN    4 <input type="checkbox"/> REFUGEE 2 <input type="checkbox"/> RESIDENT ALIEN    5 <input type="checkbox"/> OTHER, <i>please explain:</i> 3 <input type="checkbox"/> ASYLEE		WHAT IS YOUR RACE? SELECT ONE OR MORE OF THE FOLLOWING CATEGORIES. <input type="checkbox"/> WHITE <input type="checkbox"/> BLACK OR AFRICAN AMERICAN <input type="checkbox"/> NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER <input type="checkbox"/> ASIAN <input type="checkbox"/> AMERICAN INDIAN OR ALASKA NATIVE		
		ARE YOU APPLYING FOR VETERANS' BENEFITS? <input type="checkbox"/> YES <input type="checkbox"/> NO		
CHECK THE FOLLOWING IN WHICH YOU ARE INTERESTED IN PARTICIPATING AT ACM:				
<input type="checkbox"/> HONORS PROGRAM <small>(B+ AVERAGE REQUIRED FOR HONORS PROGRAM)</small>		<input type="checkbox"/> STUDENT GOVERNMENT <input type="checkbox"/> CO-ED CROSS COUNTRY		<input type="checkbox"/> MEN'S BASEBALL <input type="checkbox"/> WOMEN'S VOLLEYBALL <input type="checkbox"/> MEN'S BASKETBALL <input type="checkbox"/> WOMEN'S SOFTBALL <input type="checkbox"/> MEN'S SOCCER <input type="checkbox"/> WOMEN'S BASKETBALL <input type="checkbox"/> WOMEN'S SOCCER

## EDUCATIONAL BACKGROUND

Education completed at time of entrance to Allegany College of MD. (Check appropriate category) <input type="checkbox"/> College Graduate <input type="checkbox"/> High School Certificate <input type="checkbox"/> High School Graduate <input type="checkbox"/> I plan to attend college while also attending High School <input type="checkbox"/> GED/External High School Diploma Recipient <input type="checkbox"/> Do not hold HS diploma or GED		Have you previously applied for admission or attended Allegany College of Maryland? <input type="checkbox"/> YES <input type="checkbox"/> NO
High school attended _____ City _____ State _____ Graduation/GED Completion Year _____		
List below each college or university you have attended.		
Name of College or University/State	Degree Earned/Year	
EXAMPLE - Allegany College of Maryland	A.S. / 05	
<b>HAVE YOU BEEN THE SUBJECT OF DISCIPLINARY ACTION OR SUSPENSION BY ANY COLLEGE OR UNIVERSITY YOU HAVE ATTENDED?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO <i>(If yes, please type a detailed explanation on a separate sheet and attach. Copies of the former institution's findings are strongly encouraged.)</i>		

## WILLOWBROOK WOODS HOUSING

ARE YOU INTERESTED IN ON CAMPUS HOUSING?  YES  NO

*(If yes, you must complete a separate housing application at <https://allegany.edu/student-housing/index.html>.)*

## EDUCATIONAL GOALS

**\*\*IMPORTANT\*\*** PLEASE REFER TO THE INSERT SHOWING OUR PROGRAMS OF STUDY AND BE SURE TO CLEARLY PRINT THE NAME OF THE PROGRAM BELOW:

Check the following for which you are applying:

- Associate Degree       Letter of Recognition  
 Certificate (2 semesters)       Transfer Program  
 Certificate (1 semester)       Non-Degree Program

Do you plan to attend: (Check one)

- Cumberland Campus       Early College  
 Bedford County Campus       Online Instruction  
 Somerset Education Site

(PLEASE CHECK ONE)

I plan to begin my studies at Allegany College of Maryland

- 1  Fall      2  Spring      3  Summer      20\_\_\_\_  
*(Begins in August)*      *(Begins in January)*      *(Begins in May/June)*

Check the one statement which most closely corresponds to your primary reason for attending Allegany College of Maryland

- 1  Exploration of new career or academic areas  
2  Preparation for immediate entry into a career  
3  Preparation for transfer to a four-year institution  
4  Update skills for a job currently held  
5  Interest and self-enrichment  
6  Other \_\_\_\_\_

Please indicate how you first learned about ACM:  College Recruiter     Guidance Counselor     Media Release     TV  
 Radio     Billboard     ACM Publication     ACM Website     Social Media     Internet Advertisement     Parent     Friend     Other

## PLEASE READ & SIGN

Anyone who experiences mobility, medical, psychological, or learning disabilities is encouraged to contact the appropriate office/person to request reasonable accommodations. For instructional accommodations, contact <https://allegany.edu/academic-access-and-disability-resources/index.html>. For non-instructional accommodations or if you need to make a complaint, contact ACM's ADA/504 Coordinator, Dr. Renee Conner in CC-12, by email at [rconner@allegany.edu](mailto:rconner@allegany.edu), or by phone at 301-784-5206. For detailed information about policy, procedures, and prevention education, see <https://www.allegany.edu/student-and-legal-affairs/>.

In compliance with Part V, Department of Education, 34-CFR, Part 668 - Student Assistance General Provisions; Allegany College of Maryland will make available to all prospective students data regarding completion or graduation rates for the College through the College Admissions Office. Completion or graduation rates of students receiving athletically-related student aid data are available to all potential student athletes, their parents, high school coaches and guidance counselors through the Athletic Department. Allegany College of Maryland complies with the Higher Education Reauthorization Act including the Clery Act, and the Violence Against Women Act as well as other federal and state rules. Crime statistics are submitted annually to the United

States Department of Education (website: <https://ope.ed.gov/campusafety/#/>), and the most recent annual Crime & Fire Safety Report is published on the college's website at <https://allegany.edu/documents-policies/index.html>.

Allegany College of Maryland is in compliance with the Family Educational Rights and Privacy Act of 1974. Allegany College of Maryland accords all the rights under the law to all students in credit courses. No one outside the institution shall have access to, nor will the institution disclose, any information from students' education records without the written consent of students except to personnel within the institution, to accrediting agencies carrying out their accreditation function, to persons in compliance with a judicial order, and to persons in an emergency in order to protect the health or safety of students or other persons. All of these exceptions are permitted under the Act.

Allegany College of Maryland prohibits sexual misconduct and sex discrimination by or against all students, employees, and campus guests. If you have any questions or concerns or if you need to make a complaint, contact ACM's Title IX Coordinator, Dr. Renee Conner in CC-12, by email at [rconner@allegany.edu](mailto:rconner@allegany.edu), or by phone at 301-784-5206. For detailed information about policy, procedures, and prevention education, see <https://allegany.edu/title-ix/index.html>.

As required by Federal law, this serves as notification that Allegany College of Maryland conducts business electronically, however students have the right to choose to conduct business through other means without additional charge. If you do not want to conduct business electronically, you may visit or contact the appropriate ACM office during normal business hours. For example, you will go to the Advising Center/Registration Office to register for classes, or to the Financial Aid Office to sign for your Financial Aid in person or through paper communications. Even if you choose to conduct business electronically, you continue to have the right to conduct business in person or through paper communications.

Please note that the College's official mode of communication with you will always be through your College-provided email account even if you choose to conduct business through non-electronic means. Communications will continue to be routed to your ACM email address, and you will be responsible for all academic and administrative information provided to you in this format. Additionally, as an ACM student, you are still required to utilize the College's electronic learning management system (Brightspace) as well as its electronic communication and collaboration tools utilized for instruction.

I have read the statements contained herein and accept the conditions and policies. Further, I certify that all information provided in this application is true/accurate and that any omissions or inaccuracies could result in dismissal from the College.

I understand that it is my responsibility to notify the Admissions Office of any change in the information contained on this application.

I am a legal resident of \_\_\_\_\_ (COUNTY) \_\_\_\_\_ (STATE) and have resided there for \_\_\_\_\_ (YEARS/MONTHS) immediately preceding the first day of classes of the semester applied for at Allegany College of Maryland. Further, my presence during this period was not for the purpose of temporary residence incident to enrollment in an institution of higher education. (Documentation of residency may be requested).

In making this application, I agree to abide by all College rules, policies, and regulations (including Code of Student Conduct), as well as local, state, and federal laws. I understand it is my responsibility to complete any student education/training required by law, regulation, or college policy. I further accept and agree to abide by the policies and regulations of Allegany College of Maryland concerning drug and alcohol abuse and understand that the unlawful use of drugs or alcohol will subject me to penalties contained in those policies and regulations.

X \_\_\_\_\_  
Student's Signature

\_\_\_\_\_ Date



**ALLEGANY COLLEGE**  
of MARYLAND  
ENGAGE YOUR FUTURE

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**ACM CAMPUSES**

**CUMBERLAND CAMPUS**

12401 Willowbrook Road, SE | Cumberland, MD 21502-2596  
301-784-5000

**BEDFORD COUNTY CAMPUS**

18 North River Lane | Everett, PA 15537-1410  
814-652-9528

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**ACM EDUCATIONAL SITES**

**BEDFORD COUNTY TECHNICAL CENTER**

195 Pennknoll Road | Everett, PA 15537-6946  
814-623-2760

**GARRETT COUNTY NURSING SITE**

317 Pythian Avenue | Oakland, MD 21550-5111  
301-334-0530

**SCHOOL OF HOSPITALITY MANAGEMENT AND CULINARY ARTS**

The Culinaire Café/Gateway Center  
110-114 Baltimore Street | Cumberland, MD 21502-2302  
301-784-5410

**SOMERSET EDUCATION SITE**

Somerset County Technology Center  
281 Technology Drive | Somerset, PA 15501-4309  
814-445-9848

**WESTERN MARYLAND WORKS**

37 Lane Avenue | LaVale, MD 21502-7012  
301-784-5236

[www.allegany.edu](http://www.allegany.edu)

# PROGRAMS OF STUDY

Please place an "X" or check mark on the appropriate line AND write your selection (ONE ONLY) in the space provided within the College Application.

## ALLIED HEALTH

- Dental Hygiene (AAS)
- Human Service Associate (AAS)
- Massage Therapy (AAS)
- Medical Administrative Assistant (AAS)
- Medical Assistant (AAS)
- Medical Laboratory Technology (AAS)
- Nursing (AS)
- Nursing - Hybrid (AS)
- Nursing - LPN to RN Online (AS)
- Occupational Therapy Assistant (AAS)
- Physical Therapist Assistant (AAS)
- Respiratory Therapist (AAS)
- Addictions (CERT)
- Medical Administrative Assistant - Medical Coding and Billing (CERT)
- Med Lab Tech - Biotechnology (CERT)
- Nursing - Practical Nursing (CERT)
- Nursing Assistant/Geriatric Aide (CERT)
- Pharmacy Technician (CERT)
- Phlebotomy/Laboratory Assistant (CERT)

## ARTS & SCIENCES

- Arts & Sciences - AOC Art (AA)
- Arts & Sciences - AOC Biology (AS)
- Arts & Sciences - AOC Business Accounting (AS)
- Arts & Sciences - AOC Business Economics (AS)
- Arts & Sciences - AOC Chemistry (AS)
- Arts & Sciences - AOC English (AA)
- Arts & Sciences - AOC Exercise Science (AS)
- Arts & Sciences - AOC History (AS)
- Arts & Sciences - AOC Nanotechnology (AS)
- Arts & Sciences - AOC Physics (AS)
- Arts & Sciences - AOC Psychology (AS)
- Arts & Sciences - AOC Social Work (AS)
- Arts & Sciences - AOC Sociology (AS)

## AUTOMOTIVE PROGRAMS

- Automotive Technology (AAS)
- Automotive Technology (CERT)
- Automotive Service Attendant (CERT)

## BUSINESS

- Arts & Sciences - AOC Business Accounting (AS)
- Arts & Sciences - AOC Business Economics (AS)
- Business Administration (AS)
- Business Management (AAS)
- Business Accounting (CERT)
- Business Entrepreneurship (CERT)
- Business Marketing and Sales (CERT)
- Business Supervision (CERT)

## COMPUTER SCIENCE & TECHNOLOGY

- Computer Science - Secure Computing and Information Systems (AS)
- Computer Technology - AOC Cybersecurity (AAS)
- Computer Technology - AOC Programming (AAS)
- Computer Technology - AOC Technical Support (AAS)
- Computer Technology - AOC Web Development (AAS)
- Computer Technology - Applications User Specialist (CERT)
- Computer Technology - Cybersecurity (CERT)
- Computer Technology - Technical Support (CERT)

## CRIMINAL STUDIES

- Criminal Justice (AAS)
- Criminal Justice - Transfer (AS)
- Legal Studies (AAS)
- Criminal Justice (CERT)
- Legal Studies (CERT)

## CULINARY ARTS

- Culinary Arts (AAS)
- Culinary Arts - Baking Essentials (CERT)
- Culinary Arts - Cooking Essentials (CERT)

## DATA ANALYTICS

- Data Analytics (AAS)
- Data Analytics (CERT)

## ENGINEERING

- Engineering - Automated Manufacturing Technology AOC (AAS)
- Engineering - Automated Manufacturing Technology Transfer (AAS)
- Engineering - Automated Manufacturing Technology (CERT)

## FOREST TECHNOLOGY

- Forest Technology (AAS)
- Forest Technology - Tree Care Technician (CERT)

## GENERAL PROGRAMS

- Applied Technical Studies (AAS)
- General Studies (AS)
- General Studies (CERT)

## HOSPITALITY MANAGEMENT

- Hospitality Management - AOC Hotel & Restaurant Management (AAS)
- Hospitality Management - Brewing Operations (CERT)
- Hospitality Management - Catering and Event Management (CERT)
- Hospitality Management - Restaurant Management (CERT)

## HUMANITIES

- Arts & Sciences - AOC Art (AA)
- Arts & Sciences - AOC English (AA)
- Language - Spanish (CERT)

## MULTIMEDIA STUDIES

- Multimedia Technology (AAS)
- Graphic Design (CERT)
- Social Media Marketing (CERT)

## NON-DEGREE

- Early College
- Non-degree
- Transient

## SCIENCES

- Arts & Sciences - AOC Biology (AS)
- Arts & Sciences - AOC Chemistry (AS)
- Arts & Sciences - AOC Nanotechnology (AS)
- Arts & Sciences - AOC Physics (AS)

## SOCIAL & BEHAVIORAL SCIENCES

- Arts & Sciences - AOC Business Economics (AS)
- Arts & Sciences - AOC History (AS)
- Arts & Sciences - AOC Psychology (AS)
- Arts & Sciences - AOC Social Work (AS)
- Arts & Sciences - AOC Sociology (AS)

## TEACHER EDUCATION

- Teacher Education - AOC Early Childhood (AS)
- Teacher Education - AOC Elementary (AS)
- Teacher Education - AOC Secondary (AS)
- Teaching - Elementary Education (AAT)

## LETTERS OF RECOGNITION – NON-DEGREE (Not eligible for Financial Aid)

- Business Accounting (LOR)
- Business Entrepreneurship Training (LOR)
- Business First Line Supervision (LOR)
- Business Marketing and Sales Training (LOR)
- Computer Technology - Web Page Development (LOR)
- Criminal Justice - Corrections (LOR)
- Integrative Wellness (LOR)
- Leadership Development (LOR)
- Multimedia Studies - Photography (LOR)
- Peace and Conflict Studies (LOR)

Updated 11/2024