

AUTOMATION AND ENGINEERING TECHNOLOGY COHORT PROGRAM

APPLICATION INSTRUCTIONS

Thank you for your interest in Moraine Valley Community College's (MVCC) **Automation and Engineering Technology (AET) Cohort Program**. The AET Cohort is a new initiative designed for students who have been traditionally underrepresented in STEM fields and the manufacturing workforce, and will begin fall 2021.

To apply, you will need to complete the AET Cohort Application, the MVCC Admission Application, and the NACAC form (this form will waive the \$25 MVCC Application Fee for eligible students). You will be notified upon successful receipt of your application and supporting documents.

BEFORE YOU GET STARTED, COLLECT THE FOLLOWING INFORMATION:

High School GPA: The cumulative grade point average of all classes you have taken to date since 9th grade.

This can be found on your high school transcripts.

CTE Classes and CTE GPA: A list of all CTE classes (including current classes) you have completed at high school.

The grade point average of all CTE classes you have taken since the 9th grade. Not required but helpful if you have completed some CTE classes.

PSAT, ACT and SAT scores (optional): If you have taken any of these tests, the scores you earned may be included on the application form.

These scores are not required for the application.

INSTRUCTIONS

1. Complete the following forms. They may be completed electronically, or printed and completed by hand:
 - a. Complete the AET Cohort Application.
 - b. Complete the MVCC Admission Application.
 - c. If applicable, complete the NACAC Request for Admission Application Fee Waiver.
2. Ask one of your CTE teachers or another teacher to write a recommendation letter. Please have your teacher email their letter directly to aetcohort@morainevalley.edu.
3. Gather supporting documents (see checklist below) and submit by email or by mail.

CHECKLIST

Include the following documents with your AET Cohort application:

- ☐ AET Cohort Application
- ☐ MVCC Admission Application
- ☐ Recommendation letter from one of your CTE teachers or another teacher.

Please have your teacher email this directly to aetcohort@morainevalley.edu

- ☐ NACAC Request for Admission Application Fee Waiver

- ☐ High school transcripts

(This can be sent directly from your high school to MVCC, or you can submit them with the Cohort Application.)

SUBMIT YOUR APPLICATION

If submitting by email, send all files to:
aetcohort@morainevalley.edu

If submitting by mail, send all materials to:
AET Cohort Program (ATTN: Chuck Bales)
Moraine Valley Community College
9000 W. College Parkway
Palos Hills, IL 60465

9000 W. College Parkway, Palos Hills, IL 60465
morainevalley.edu/aetcohort



AET Cohort Application

Computer Integrated Technology: Building T, Room T100

Student First Name _____ M.I. ____ Last Name _____

Address _____ Apartment/Unit # _____

City _____ State _____ ZIP Code _____

Phone (Day) _____ (Evening) _____

Email _____

EDUCATION

High School Name _____ Graduation Date _____

High School GPA _____ High School CTE GPA _____

Grade point average of all CTE courses taken in high school

PSAT Score _____ ACT/SAT Composite Score _____

ACT/SAT Math Subscore _____ ACT/SAT English Subscore _____

List below all **CTE courses** you have completed in high school.

Course Name _____ Grade _____

Course Name _____ Grade _____

Course Name _____ Grade _____

Course Name _____ Grade _____

Course Name _____ Grade _____

Course Name _____ Grade _____

DISTINCTIONS, CERTIFICATIONS OR HONORS

Briefly list any academic distinctions, certifications or honors you have received since the 9th grade. Additional honors can be listed on an attached sheet.

YEAR

EXTRACURRICULAR ACTIVITIES

List any extracurricular activities, clubs and sports you participated in during high school. Please list them in order of importance for you. These do not have to be high school-sponsored activities. Additional activities can be listed on an attached sheet.

ACTIVITY/CLUB/SPORT	POSITION(S) HELD	YEAR(S)

WORK EXPERIENCE

Are you currently employed or have work experience? ☐ YES ☐ NO

If "YES," please list your work experience in chronological order, including currently employment, dates of employments, job title, and a summary of duties.

EMPLOYER/ORGANIZATION	DATES OF EMPLOYMENT	JOB TITLE	HRS/WK	JOB DUTIES

AET PROGRAM INFORMATION

The Automation and Engineering Technology Program provides five tracks for students to focus their studies. This presents an excellent opportunity to earn additional skills and knowledge in an area of interest within Automation and Engineering Technology. At this time, in which focus track do you have an interest?

- ☐ CAD Automation
- ☐ IT Automation
- ☐ Electrical Automation
- ☐ Mechanical Automation
- ☐ Mechatronics Automation
- ☐ I don't know

Admission Term: FALL SEMESTER YEAR 20_____

Student's Signature_____ Date _____

Confidential when completed.

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Admission Application

Admissions Aid Office: Building S, Room S101

Complete this admission form and send it to Moraine Valley Community College, Admissions Office, 9000 W. College Pkwy., Palos Hills, IL 60465-2478, or email to admissions@morainevalley.edu. You also may complete this form at the Office of Multicultural Student Affairs, Building S, Room S216, (708) 974-5475.

You are eligible to enroll at Moraine Valley Community College if you are:

1. A graduate from an accredited high school
2. A recipient of a high school equivalency certificate
3. At least 18 years old and capable of benefiting from college-level instruction. High school students must be at least 16 years old at the time of registration and submit a completed high school authorization form.
4. Planning to enroll in English as a Second Language, high school equivalency or Adult Basic Education classes

Please enter your full legal name (no nicknames).

First Name _____ Middle Initial _____ Last Name _____ Suffix _____

Birth Date _____ / _____ / _____
MONTH DAY YEAR

Home Address _____ Apt or Unit # _____

City _____ State _____ ZIP code _____

Email Address _____

Primary Phone Number _____ ☐ Cell ☐ Home ☐ Business

Secondary Phone Number _____ ☐ Cell ☐ Home ☐ Business

Alternate Phone Number _____ ☐ Cell ☐ Home ☐ Business

Gender ☐ Male ☐ Female

Is English your primary language? ☐ Yes ☐ No

If not, please indicate your primary language _____

Are you of Hispanic or Latino origin? ☐ Yes ☐ No

Please identify your primary racial/ethnic group

☐ American/Alaska Native ☐ Asian ☐ Black or African American

☐ Hawaiian/Pacific Islander ☐ Hispanic or Latino ☐ White ☐ Other _____

Have you ever served in the military? ☐ Yes ☐ No

High School Information

Where did you last attend high school?

High School Name _____

City _____ State _____

☐ Foreign high school graduate ☐ Home schooled ☐ None

Completion Status

☐ Graduated ☐ Withdrawn from High School ☐ High School Equivalency ☐ Other Equivalency ☐ Currently Attending High School

Graduation _____ / _____ / _____
MONTH DAY YEAR

What is your degree/certificate objective?

☐ To complete 1+ courses ☐ Certificate ☐ Associate Degree

What is your current reason for attending?

☐ Transfer to a Four-Year Institution ☐ Job Skill Improvement ☐ New Job Skills After MVCC

☐ Basic Academic Skills/High School Equivalency/ESL ☐ Personal Interest/Self Development ☐ Other

Do you plan to transfer to a four-year college or university?

☐ I plan to transfer ☐ Not planning to transfer

Highest degree previously earned?

☐ GED ☐ High School Diploma ☐ Some College/University ☐ Certificate ☐ Associates Degree ☐ Bachelor's Degree
☐ Master's Degree ☐ First Professional Degree ☐ Doctoral Degree ☐ Other ☐ None ☐ Unknown

Associate in Arts (A.A.), Associate in Science (A.S.), and Associate in Fine Arts (A.F.A.) for students whose goal is to transfer to a four-year college or university for a bachelor's degree.

Associate in Applied Science (A.A.S.) degree programs and certificate programs are for students whose goal is immediate employment upon graduation from Moraine Valley.

Choose program of study *(from the degree and certificate programs list starting on next page)*

Program Name Automation and Engineering Technology

Program Code 1521

Colleges Attended

Name _____ City _____ State _____
Name _____ City _____ State _____
Name _____ City _____ State _____

Parent Information**Highest level of education completed by your mother**

☐ Grade school or less ☐ Some high school ☐ High school grad or GED ☐ Some college ☐ Associate degree ☐ Bachelor's or higher

Highest level of education completed by your father

☐ Grade school or less ☐ Some high school ☐ High school grad or GED ☐ Some college ☐ Associate degree ☐ Bachelor's or higher

Education Status

☐ Currently attending a university Name of school _____

Do you plan to attend part-time or full-time? ☐ Full Time ☐ Part Time

Do you plan to apply for financial aid? ☐ Yes ☐ No

Desired Start Term

☐ Fall ☐ Spring ☐ Summer Year _____

How did you learn about Moraine Valley Community College?

☐ Newspaper ☐ Billboard ☐ Social Media ☐ Friend/Family ☐ College guide ☐ MVCC website ☐ College recruiter/event
☐ Referral ☐ Public event ☐ Radio ☐ High school counselor ☐ Mailer ☐ Alumni ☐ TV

I certify that I have read and understand all items on this form and all information provided for my financial aid is true and correct.

Student's Signature _____ Date _____

Confidential when completed.

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National Association for
College Admission Counseling

Request for Admission Application Fee Waiver

SEND THIS FORM DIRECTLY TO THE POSTSECONDARY
INSTITUTION/ORGANIZATION

TO: DEAN/DIRECTOR OF ADMISSION AT

NAME OF COLLEGE OR UNIVERSITY

STUDENT: Print or type the information requested below. You must *personally* sign the Certification Statement.

CERTIFICATION STATEMENT: I certify that I understand and meet all eligibility requirements to request an admission application fee waiver.

STUDENT'S NAME

STUDENT'S SIGNATURE

STUDENT'S ADDRESS

CITY

STATE

ZIP

STUDENT'S EMAIL ADDRESS

STUDENT'S PHONE NUMBER

AUTHORIZED OFFICIAL: Print or type the information requested below and check the indicator(s) of economic need. You must *personally* sign the Certification Statement.

CERTIFICATION STATEMENT: I certify that the student named on this form is currently enrolled in the 11th or 12th grade at this school and meets the indicator(s) of economic need checked below.

AUTHORIZED OFFICIAL'S NAME

AUTHORIZED OFFICIAL'S SIGNATURE

AUTHORIZED OFFICIAL'S TITLE

AUTHORIZED OFFICIAL'S EMAIL

NAME OF SECONDARY EDUCATIONAL INSTITUTION OR ORGANIZATION

CEEB # OR PROGRAM #

ADDRESS

PHONE

ECONOMIC NEED: The student must meet at least one of the following indicators of economic need. If no item is checked, the request will be denied.

- ☐ Student has received or is eligible to receive an ACT or SAT testing fee waiver.
- ☐ Student is enrolled in or eligible to participate in the Federal Free or Reduced Price Lunch program (FRPL).
- ☐ Student's annual family income falls within the Income Eligibility Guidelines* set by the USDA Food and Nutrition Service.
- ☐ Student is enrolled in a federal, state or local program that aids students from low-income families (e.g., TRIO programs such as Upward Bound).
- ☐ Student's family receives public assistance.
- ☐ Student lives in federally subsidized public housing, a foster home or is homeless.
- ☐ Student is a ward of the state or an orphan.
- ☐ Other request from high school principal, high school counselor, financial aid officer, or community leader:
Given my knowledge of this student's family circumstances and after reviewing the eligibility guidelines, I believe that providing the application fee would present a hardship. Explanation:

*To view USDA Income Eligibility Guidelines for the Free or Reduced Price Lunch Program visit <http://ow.ly/QseI30lk2W>.
To review FAQs related to the fee waiver visit <http://bit.ly/NACACfeewaiver>.