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## Admission Requirements and Instructions

Admission materials must be collected by you and sent in a **complete packet** (application, essay, three recommendations in sealed envelopes and application fee) to:

**Office of the Registrar, Mexican American Catholic College**

### **ALL Applicants:**

The **application** must **printed or typed completely in black ink**.

- Review application completely before beginning to be sure that you have all the information.
- Your name should be printed in capital and lower case letters exactly as it appears on official documentation. This will be used on all grade reports, transcripts, certificates, and diplomas.
- Do not abbreviate nor omit any information.
- Mark all boxes and fill in any blanks. **Only complete applications will be considered for admission.**

**Application fee:** \$20 non-refundable check or money order.

**Essay:** This is an opportunity for you to allow us to know you as an individual, in ways different from courses, grades, tests and other objective materials. We are interested in how you organize and express your thoughts in writing. Please answer **one** of the following in 250-300 words in either English or Spanish:

1. Why did you choose MACC as your college?
2. Describe any academic or personal experiences, goals or ideas that are particularly influential in determining your future plans. You can include personal achievements or special family situations, and explain why these are relevant to your higher education.
3. What do you hope to accomplish in your college years?

**Photo:** One recent passport photo

**Test:** One of the following scores is required: ACT or SAT. The scores should be sent directly to MACC from the testing company. MACC's institutional code for the ACT is 4265; for the SAT 5957.

**Three Recommendations in sealed envelopes:** one from a teacher or professor who is familiar with your accomplishments; one from the Arch/Bishop or pastor from your Church, and one from someone who can attest your service and leadership in the community.

**Transcripts** Request official transcripts from each high school and college/university to be sent directly to MACC.

### **First-time Freshmen**

**Transcripts:** Complete, official transcripts from every secondary (high) school attended. Equivalency diploma holders must send official verification with test scores and an official transcript of all high school courses.

### **International Students:**

See MACC website or call the Registrar's Office for separate application.

### **Transfer Students**

**Transcripts:** Complete, official transcripts from every college/school attended. For students who have earned fewer than 30 semester hours of college-level credit, official high school transcripts must be submitted in addition to college transcripts.

**Deadlines** for applications are: **June 30<sup>th</sup>** for the Fall Semester, **November 30<sup>th</sup>** for the Spring Semester; and **March 31<sup>st</sup>, 2010** for the Summer Sessions.