This is an application for admission to the Bachelor of Applied Science in Hospitality Management program for fall 2011 enrollment. In order to be considered for acceptance, all documents must be submitted as outlined in the application checklist by April 1st. If you have questions or concerns, please contact us at anytime.

**Contact Name:** Katie Frazier  
**Phone:** (206) 768-6783  
**Fax:** (206) 763-5156  
**Email:** KFrazier@sccd.ctc.edu
APPLICATION CHECKLIST

Admission to the program is competitive. Meeting minimum requirements does not guarantee admission, as the number of qualified applicants may exceed the number of available enrollment spaces. All application materials must be postmarked by April 1st of each year for fall enrollment.

Applications must include the following:

☐ A completed application form

☐ A non-refundable check for $35.00, payable to “South Seattle Community College BAS Program” (This fee covers your application to SSCC, transcript evaluation and your individualized program plan).

☐ Official transcripts from a regionally accredited college demonstrating completion of an Associate - Transfer degree AND an “Incoming Academic Transcript Evaluation Request” form. Note: unofficial transcripts including opened official transcripts will not be accepted.

☐ Two letters of recommendation from individuals who personally know your work (such as your current or past supervisor), that discuss your contributions to your workplace and how he/she believes you will benefit from completion of the BAS program. If you are applying for this program immediately after completing an associate degree program, the letters of recommendation may be from your instructors on college letterhead.

☐ A personal statement (minimum of 400 words, maximum of 600 words) discussing your work experience; your personal and professional goals; advanced certifications you already possess; any specific or unique attributes that you will bring to the program; any personal or imposed challenges or hardships you have overcome in pursuing your educational or work goals; or any other special considerations that you believe will make you a good candidate for the program.

All application materials must be addressed to:

Attn: Katie Frazier
South Seattle Community College
6000 16th Ave SW – TEC140
Seattle, Washington 98106-1499

***Scholarship applications are available at the College Foundation Office. Please contact (206) 764-5809 or ssccfoundation@sccd.ctc.edu for more information.***
## BAS, HOSPITALITY MANAGEMENT APPLICATION FORM

### IMPORTANT NOTES:
- Please type or print with a black or blue ballpoint pen. Shaded areas for office use only.
- Please enclose the application fee of $35. Checks should be made payable to South Seattle Community College, BAS Program (do not mail cash).

### SECTION 1 - PERSONAL INFORMATION

<table>
<thead>
<tr>
<th>First Name</th>
<th>Middle Initial</th>
<th>Last Name</th>
<th>Address, including apartment number</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
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<tr>
<th>Day Phone</th>
<th>Cell Phone</th>
<th>Evening Phone</th>
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<tr>
<th>Date of Birth (mm/dd/yyyy)</th>
<th>Gender</th>
<th>Male</th>
<th>Female</th>
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<tr>
<th>E-mail Address</th>
<th>Previous Names</th>
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<td>1.</td>
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<td>2.</td>
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<tr>
<th>Social Security Number</th>
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Note: Your social security number is confidential and, under a federal law called the Family Educational Rights & Privacy Act, the college will protect it from unauthorized use and/or disclosure. In compliance with state/federal requirements, disclosure may be required for the purposes of state and federal financial aid, Hope/Lifetime Learning tax credits, academic transcripts, assessment or accountability research.

<table>
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<tr>
<th>SCCD-issued Student Identification Number (SID)</th>
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If you do not already have one, this number will be assigned to you. It is required for administrative purposes such as accessing your grades, student records, student schedule, registering.

### SECTION 2 – COLLEGE ENROLLMENT HISTORY, COURSE PLANS, WORK EXPERIENCE

<table>
<thead>
<tr>
<th>Year and quarter you plan to start?</th>
<th>VRG-PLAN START</th>
<th>Are you the first generation in your family to attend college?</th>
<th>Yes</th>
<th>No</th>
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<tbody>
<tr>
<td>FALL QUARTER, 2015</td>
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<tr>
<th>Last college, vocational, or technical school attended</th>
<th>Code</th>
<th>City and State</th>
<th>Years attended (YY) From:</th>
<th>To:</th>
<th>Did you graduate?</th>
<th>Yes, Year _</th>
<th>No</th>
</tr>
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<tr>
<td>Code</td>
<td>City and State</td>
<td>Years attended (YY) From:</td>
<td>To:</td>
<td>Did you graduate?</td>
<td>Yes, Year _</td>
<td>No</td>
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<td>To:</td>
<td>Did you graduate?</td>
<td>Yes, Year _</td>
<td>No</td>
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</tr>
<tr>
<td>Code</td>
<td>City and State</td>
<td>Years attended (YY) From:</td>
<td>To:</td>
<td>Did you graduate?</td>
<td>Yes, Year _</td>
<td>No</td>
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</table>

List any additional colleges and vocational/technical schools on a separate sheet of paper and attach. Please have official transcripts sent to SSCC as directed in information packet.

<table>
<thead>
<tr>
<th>Degree / Certificate / Position</th>
<th>Granting institution or organization / Place of employment</th>
<th>Date degree or certificate received / Dates of employment</th>
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Updated: December 7, 2010
SECTION 3 - RESIDENCY INFORMATION
Please read this notice before responding to the questions in this section:

Effective July 1, 2003, Washington State law changed the definition of "resident student." The law makes certain students, who are not permanent residents or citizens of the United States, eligible for resident student status - and eligible to pay resident tuition rates - when they attend public colleges and universities in this state. The law does not make these students eligible to receive need-based state or federal financial aid. To qualify for resident status, students must complete an affidavit/declaration/certification if they are not permanent residents or citizens of the United States but have met one of the following conditions:

Condition One: (a.) Resided in Washington State for three years immediately prior to receiving a high school diploma, and (b.) Completed the full senior year at a Washington high school, and (c.) Continuously resided in the State since earning the high school diploma.

Condition Two: (a.) Completed the equivalent of a high school diploma, and (b.) Resided in Washington State for the three years immediately before receiving the equivalent of the diploma, and (c.) Continuously resided in the State since earning the equivalent of a high school diploma.

NOTE: If you meet one of the above conditions and would like to pay resident tuition rates, contact South Seattle Community College and request a copy of the 1079 residency form.

SECTION 4 - RACE AND CITIZENSHIP INFORMATION
Providing this information is voluntary.

1. Which race do you consider yourself to be?
   Please mark one or more boxes to indicate what race you consider yourself to be:
   - African American (872)
   - Alaska Native (015)
   - American Indian (597)
   - Chinese (605)
   - Filipino (608)
   - Japanese (611)
   - Korean (612)
   - Native Hawaiian (653)
   - Vietnamese (619)
   - White (800)
   - Other Asian (621)
   - Other Pacific Islander (681)
   - Other Race (specify):

2. Are you of Spanish/Hispanic/Latino ethnicity?
   - No
   - Yes, Mexican, Mexican American, Chicano (722)
   - Yes, Puerto Rican (727)
   - Yes, Cuban (709)
   - Yes, other Spanish, Hispanic, or Latino (Please specify):

3. Are you a U.S. citizen?  □ Yes  □ No
   If not U.S. citizen, what is your country of citizenship?
   __________________________________________

4. Are you the spouse or dependent of either (a) an active duty military person stationed in Washington, or (b) an active member of the Washington National Guard?
   □ Yes  □ No
   Are you the spouse or dependent of either (a) an active duty military person stationed in Washington, or (b) an active member of the Washington National Guard?
   □ Yes

*SUBMIT A COPY OF YOUR DOCUMENTATION WITH APPLICATION.

I certify to the best of my knowledge that all statements on this form are true.

Signature: ___________________________________________  Today’s Date: ______________________________

South Seattle Community College does not discriminate on the basis of race, color, creed, religion, national origin, gender, sexual orientation, age, marital status, disability, or status as a disabled or Vietnam era veteran.

Updated: December 7, 2010  BAS, Hospitality Management Application Packet Pg. 3
INCOMING ACADEMIC TRANSSCRIPT EVALUATION REQUEST

1. SECTION A – Program of Study

☐ Associate of Arts Degree (AA)    ☐ Associate of Science Degree (AS)

☐ Bachelor of Applied Science Hospitality Management (BAS)

☐ Two Year Professional/Technical Program  (includes Associate of Applied Science (AAS)
  Indicate specific program (DO NOT LEAVE BLANK)

______________________________________________________________

☐ Professional/Technical Certificate
  Indicate specific program (DO NOT LEAVE BLANK)

______________________________________________________________

2. SECTION B

YOUR NAME:_________________________________________________  TODAY’S DATE: ______________

PREVIOUS NAME (if applicable):________________________________________

YOUR E-MAIL ADDRESS:______________________________________________

ADDRESS:
  Number and Street
  Apt. #
  City
  State
  Zip

DAYTIME TELEPHONE:_____________  STUDENT ID NUMBER:____________________

If you are undecided about your program of study, please schedule an appointment for advising
prior to submitting this request. You may call (206) 764-5387 to make an appointment.

Request is for evaluation from the following schools:

1)  ________________________________________________________________

2)  ________________________________________________________________

3)  ________________________________________________________________

4)  ________________________________________________________________

Are these transcripts on file at SSCC?  Yes ☐ No ☐  If not, date ordered:______________

Are you, or have you ever been a student at South Seattle Community College? Yes ☐ No ☐
  If Yes, year(s) first attended:___________________

Updated: December 7, 2010