

## INTENT TO RETURN FORM

### Use this form if...

- You have previously attended RCTC, Rochester Community College, Rochester Junior College, Riverland Technical College or Rochester Area Vocational Technical Institute; and
- You have not been registered for courses for at least one year; and
- You intend to register for credit-classes

Students with an unsatisfactory grade history should contact the Counseling Center at 507-285-7260 to inquire about the Fresh Start policy.

### Other application types...

- General Application for Admissions
- Post-Secondary Enrollment Options Program (PSEOP) applicants require a different application.
- International persons (F1 VISA) require a different application.
- Please visit our website for those applications.

### Questions?



See our website at [www.rctc.edu](http://www.rctc.edu)



Call 1-507-285-7265 or 1-800-247-1296: Monday - Friday: 8 am - 4:30 pm CST.

NOTE: RCTC is asking you to provide information that includes private and/or confidential information under state and federal law. The college is asking for this information in order to process your application.

You are not legally required to provide the information RCTC is requesting; however RCTC may not be able to effectively process your application if you do not provide sufficient information. With some exceptions, unless you consent to further release of private information, access to this information will be limited to school officials, including faculty who have legitimate educational interests in the information. Under certain circumstances, federal and state laws authorize release of private information without your consent:

- to other schools in which you seek or intend to enroll, or are enrolled, if you are first notified of the release;
- to federal, state or local officials for purposes of program compliance, audit or evaluation;
- as appropriate in connection with your application for, or receipt of, financial aid;
- to your parents, if your parents claim you as a dependent student for tax purposes;
- if the information is sought with a subpoena, court order, or otherwise permitted by other state or federal law, and
- to an organization engaged in educational research or accrediting agency.

RCTC shares administrative tasks and other functions with Winona State University and the University of Minnesota at the University Center-Rochester (UCR). Educational records of students taking classes at UCR may be made available to employees of these other two institutions if access is necessary to provide services to the students.

RCTC abides by the provisions of Title IX and other federal and state laws forbidding discrimination on the basis of sex, race, color, national origin or handicap and all other state and federal laws regarding equal opportunity. RCTC is an Equal Opportunity educator and employer. This document can be made available in alternate formats, such as large print, Braille or audiotope by calling RCTC Disability Support Services at (507) 286-2968.

# Intent to Return Form

## PERSONAL DATA

Name (Last, First, Middle)	Date
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Name used in high school records or in other educational records and transcripts, if different from above. If you have had a name change since your last enrollment with RCTC, you must submit official documentation (such as a marriage certificate) in order for us to update your record. (Last, First, Middle)

Social Security Number	<i>Many colleges/universities use Social Security numbers for student identification purposes on student records. Providing your Social Security number is voluntary. If you do not provide this number, your application will still be processed. This data is requested for purposes of administration, program evaluation and consumer and alumni data. Your number also may be used to create summary information about system programs through data matches with other state agencies.</i>
_____ - _____ - _____	

Current mailing address (House/Apartment Number, Street, P.O. Box/Rural Route)	City	State	Zip Code	County
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Permanent address, if different from above (Street, P.O. Box/Rural Route)	City	State	Zip Code	County
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Home Phone ( ) _____	Cell Phone ( ) _____	E-mail address
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Are you a resident of Minnesota? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, how long? _____ years _____ months	If no, what state are you a resident of?
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Are you a U.S. citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No If not, type of visa: _____	Permanent resident (if applicable): <input type="checkbox"/> Refugee <input type="checkbox"/> Resident Alien <input type="checkbox"/> Asylee <input type="checkbox"/> Other: _____
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## ADMISSIONS DATA

**Indicate name of program or major you plan to follow:** (Check college policies for admission requirements to specific programs of study)

Check here if WSU 2+2 Major

What is your current educational intent at this institution?

<input type="checkbox"/> Complete courses, but not a degree	<input type="checkbox"/> Earn associate (two-year) degree	<input type="checkbox"/> Earn associate (two-year) degree and transfer
<input type="checkbox"/> Earn occupational certificate/diploma	<input type="checkbox"/> Complete courses and transfer without a degree	

What term do you intend to begin taking courses? (Check **only one** and indicate the year)

<input type="checkbox"/> Fall _____	<input type="checkbox"/> Spring _____	<input type="checkbox"/> Summer _____
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Do you plan to attend:	<input type="checkbox"/> Full time? (12 or more credits)	<input type="checkbox"/> Part time? (less than 12 credits)	<input type="checkbox"/> Internet only	<input type="checkbox"/> On Campus	<input type="checkbox"/> Both
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**Check each Rochester institution previously attended:**

- Rochester Community and Technical College (1996-present)
- Rochester Community College or Rochester Junior College (1915-1996)
- Riverland Technical College in Rochester or Rochester Area Vocational Technical Institute (1969-1996)

## EDUCATIONAL DATA

List all other post-secondary institutions attended below.

**Official transcripts from each institution attended must be sent directly to the Admissions Office at RCTC.**

College and/or university previously attended:	City	State	Dates of attendance	Degree Earned
1)				
2)				
3)				
4)				

## SIGNATURE REQUIRED

**All of the information herein is true and complete. I understand that misrepresentation of information is sufficient grounds for canceling admission and/or enrollment to this institution.**

Student's signature	Date
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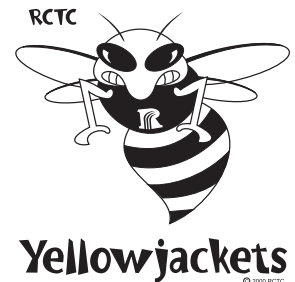
## REQUEST FOR CONFIDENTIAL INFORMATION

**Providing the following information is voluntary. This information will assist Minnesota State Colleges and Universities in evaluating student recruitment and retention policies; it will not be used as a basis for admission.**

Social Security Number  _____ - _____ - _____	Many colleges/universities use Social Security numbers for student identification purposes on student records. Providing your Social Security number is voluntary. If you do not provide this number, your application will still be processed. This data is requested for purposes of administration, program evaluation and consumer and alumni data. Your number also may be used to create summary information about system programs through data matches with other state agencies.
Date of Birth: ____/____/____	
Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	
Are you currently or have you ever served in a branch of the US Military? (Active, Reserves, ARNG, or Coast Guard) <input type="checkbox"/> Yes <input type="checkbox"/> No	
Are you eligible to receive veteran's educational benefits? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Are you Hispanic or Latino (a person of Cuban, Mexican, Chicano, Puerto Rican, South or Central American, or other Spanish culture, regardless of race)? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Race and ethnic background (select any that apply) <input type="checkbox"/> American Indian or Alaska Native – A person having origins in any of the original peoples of North, Central or South America and who maintains tribal affiliation or community attachment <input type="checkbox"/> Asian – A person having origins in any of the original peoples of the Far East, Southeast Asia or the Indian subcontinent <input type="checkbox"/> Black or African American – A person having origins in any of the black racial groups of Africa <input type="checkbox"/> Native Hawaiian or Other Pacific Islander – A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands <input type="checkbox"/> White - A person having origins in any of the original peoples of Europe, the Middle East or North Africa	
Additional services may be available to students who identify themselves as one or more of the following:  <input type="checkbox"/> Limited English/ESOL/ESL <input type="checkbox"/> Displaced Homemaker <input type="checkbox"/> Single Parent/Single & Pregnant	
What is the highest level of education for your parent(s)/guardian(s)? Please respond for the parent(s), step-parent(s), adoptive parent(s) or guardian(s) who raised you. Check only one box for each parent/guardian.	
Parent/Guardian #1 <input type="checkbox"/> No high school diploma <input type="checkbox"/> High school diploma <input type="checkbox"/> Some college <input type="checkbox"/> Two-year college degree/diploma <input type="checkbox"/> Bachelor's degree or higher <input type="checkbox"/> Not sure/don't know	
Parent/Guardian #2 <input type="checkbox"/> No high school diploma <input type="checkbox"/> High school diploma <input type="checkbox"/> Some college <input type="checkbox"/> Two-year college degree/diploma <input type="checkbox"/> Bachelor's degree or higher <input type="checkbox"/> Not sure/don't know	

## CHECKLIST TO ENSURE PROPER PROCESSING

- Be thorough when filling out the form.** To avoid delays in processing, be thorough and accurate. Review the form prior to submitting.
- Official College Transcripts:** Transcripts must be official and sent directly to the Office of Admissions at RCTC.
- Send all materials to the Admissions Office at:  
**Rochester Community & Technical College**  
**Admissions Office**  
**851 30<sup>th</sup> Ave SE**  
**Rochester, MN 55904**



**Students with an unsatisfactory grade history should contact the Counseling Center at 507-285-7260 to inquire about the Fresh Start policy**

The **Associate in Arts (AA)** degree is designed for students who plan to transfer to a university to earn a baccalaureate (4 year) degree. The coursework consists of 64 credits in written and oral communication, humanities and fine arts, history and social sciences, mathematics and natural sciences, health and physical education, and electives from a variety of disciplines of the student's choosing. Students who earn this degree are guaranteed to have all general education requirements completed at any public university in Minnesota. This liberal arts curriculum is widely accepted in transfer in any state and for nearly every degree major at a university. The AA is a two-year degree.

The **Associate in Science (AS)** degree is offered for students who may transfer to a university in a select major; or for those pursuing select professions that require an associate degree and licensure. The 64- credit degree is similar to the AA degree liberal arts coursework but requires at least 34 credits of coursework to be taken in a subject of the desired major. The AS is a two-year degree.

**Associate in Applied Science (AAS)** degrees are designed for students planning to enter the workforce upon completion. The AAS degree combines 20 credits of liberal arts/general education coursework with at least 44 credits of major-specific courses. The AAS is a two-year degree ranging from 60-72 credits.

The **diploma and certificate (Dipl, Cert)** awards are designed to provide students with the skills necessary to enter the workforce upon completion. Diplomas and Certificates are awarded for vocational/technical training programs and require very little, if any, liberal arts courses. Diploma programs range from 30 to 64 credits (one or two years). Certificate programs range from 10 to 30 credits (one year or less).

**2+2 majors** indicate that RCTC has an articulated agreement with Winona State University or the University of Minnesota that allows the student to complete a baccalaureate degree on the UCR campus. The student will follow the prescribed coursework to associate degree completion at RCTC and will spend two additional years on the UCR campus completing the prescribed coursework from Winona State University or University of Minnesota faculty for the baccalaureate degree.

### **Liberal Arts Transfer Majors**

Liberal Arts and Sciences – AA

Below is a list of 4-year degrees students can begin at RCTC. If you don't see the major you are interested in, call the [RCTC Counseling Center](#) to learn more.

Athletic Training  
Biology  
Business Administration  
Chemistry  
Chiropractic  
Conservation  
Engineering  
Graphic Design  
Journalism  
Medical Technology  
Mortuary Science  
Nursing  
Occupational Therapy  
Optometry  
Paralegal  
Pharmacy  
Physical Therapy  
Veterinary Medicine  
Women's Studies

### **Career and Technical Programs**

Accountant - AAS  
Accounting-AS  
Accounting Clerk - Dipl  
Administrative Asst. – AS, AAS, Cert, Dipl  
Administrative Asst-Refresh - Cert  
Automobile Mechanic - Dipl  
Building Utilities Mechanic – AAS, Dipl  
Business Administration – AS, Cert  
Business Management – AAS, Cert  
Business Mgt-Marketing - AAS  
CAD-Architectural Tech - Cert  
CAD Technology - Dipl, AAS  
CAD 3D Design Tech. - Cert  
CAD 3D Modeling Tech. – Cert  
CAD Mfg. Specialist - Cert  
CAD Specialist - Cert  
CAD Technician – Cert  
Cardiovascular Invasive Specialist - AAS  
Carpentry - Dipl  
Child Development – AAS, Cert, Dipl  
Clinical Neurophys. Tech. – AAS  
Clinical Research St. Coord. – AAS, Dipl  
Coding Specialist - Cert  
Computer Information Systems - AS  
Computer Science - AS

Computer Skills – Cert  
Computer Tech. Support - AAS  
Criminal Justice – AS  
Customer Service:  
Administrative Specialist – Dipl  
Office Assistant - Cert  
Dental Assistant – AAS, Dipl  
Dental Assistant Expanded - Cert  
Dental Hygiene - AAS  
Digital Arts:  
Computer Art & Design - AS  
Computer Graphics - Cert  
Graphic Design – Cert  
Multimedia - AS, Cert  
Music Tech. - AS, Cert  
Web Design & Development - AS  
Electronic Digital Tech. – Cert  
Electronic P.C. Tech – Cert  
Electronic Tech – Cert, Dipl  
Electronic Technology - AAS  
Electronic P.C. Tech. - Cert  
Electronic Technician – Dipl  
Engineering – AS  
Enhanced Comm. Health Wkr - Cert  
Equine Business Management – AS  
Equine Sci Horse Husbandry – AAS, Cert.  
Equine Science Riding/Train. – AAS, Cert.  
Health Information Tech. - AAS  
Health Unit Coordinator – Cert  
Healthcare Informatics - Cert  
Horticulture – Floriculture – AAS, Dipl  
Horticulture – Landscape – AAS, Dipl  
Horticulture Science – AS  
Human Services Specialist - AS  
Human Services Technician - Dipl  
Human Services Options:  
Chemical Health Asst. - Cert  
Disability Asst. – Cert  
Mental Health Asst. – Cert  
HVAC / Electronic Tech – Cert  
Information Tech Security - Cert  
Intensive Care Paramedic – AS, Dipl  
Lab Science - AS  
Law Enforcement – AAS, AS, Cert  
Liberal Professional Studies – AS  
Mass Communications – AS  
Broadcasting – Cert  
News Writing/Journalism – Cert  
Public Relations/Advertising - Cert  
Mechanical Technology - AS  
Medical Secretary - AAS, AS  
Medical Transcription - Cert, Dipl  
Midrange Computing Specialist - AAS

Midrange Comp. Operations - Cert  
Music Education Instrumental – AFA  
Music Education Vocal – AFA  
Music Industry - AFA  
Natural Science - AS  
Networking Specialist - Cert  
Nursing (RN Training) – AS  
Nursing Assistant – Cert  
Nursing: PN Transition – AS  
Occupational Skills - Dipl  
Paraeducator - AAS, Cert  
Photography – Cert.  
Practical Nursing - Dipl  
Radiography - AS  
Retail Merchandising:  
Retail – AAS, AS, Cert, Dipl  
Interior Decorating – AAS, AS, Cert, Dipl  
Software App. Specialist – Cert  
Sports Facility Management:  
Golf Course Mgmt – AAS, Dipl  
Sports/Athletic Field Mgmt – AAS, Dipl  
Supervisory Management – AAS  
Supervisory Leadership-Cert  
Quality/Con. Improvement-Cert  
Human Resource Development-Cert  
Surgical Technology – AAS  
Veterinary Assistant-Cert  
Veterinary Technician-AAS

### **2+2 Majors**

Accounting - AS  
Business Administration - AS  
Computer Info. Systems - AS  
Computer Science - AS  
Elementary Education: Lit – AA  
Elementary Ed: Social Stud – AA  
Pre Nursing – AA  
Psychology - AA  
Social Work - AA

[WWW.RCTC.EDU](http://WWW.RCTC.EDU)

for an up-to-date list of majors

Updated: 10/18/2006