

Admission to the College does not guarantee immediate acceptance to the curriculum program desired by the applicant. Admission to certain programs may have additional specific entrance requirements. Students may have to complete basic skills or developmental level courses before being accepted into their desired academic curriculum program.

The Vice President for Academics and Workforce Development (“Vice President”) administers all admissions requirements and enforces all College admission policies and procedures.

I. Curriculum Programs

A. Diploma and Degree Seeking Applicants

For curriculum diploma and degree seeking applicants, all applicants must:

1. High School graduation or a state approved equivalent education.
2. Completion of a properly completed MCC Application for Admission, which can be obtained from mayland.edu or CFNC.org.
3. Complete the online interview and determine residency through the Residency Determination Service (RDS). This can be completed through a student’s CFNC account when applying for admission.
4. Submission of official transcript from high school or state approved equivalent education. Current applicants who are high school seniors should submit a transcript showing work through the end of the first semester of the senior year. A final official transcript must then be submitted upon high school graduation, and before enrollment, to be fully accepted.
5. Submission of official transcripts from any post-secondary institutions attended.
6. Meeting with a Student Success Advisor.
7. Placement testing may be needed if the student does not qualify for a waiver and if the program of study includes a course(s) that requires the student to perform academically at college-level. If a student is required to take RISE transition or co-requisite courses, these courses should be completed during the first two semesters of enrollment.

Test scores are considered valid for a period of 10 years. A student may only retest on each level of the RISE Test once in a 10 year period.

Who will test:

- Students who have graduated from high school and have been out of school more than 10 years
- Students who have earned a High School Equivalency diploma within the last 10 years and do not meet the required scores
- Students who completed Adult High School
- Students who graduated from a foreign high school

Ways to waive the RISE Test:

- Acceptable ACT or SAT Scores with the last 10 years
- College Level English or Math Course, with a C or better

- Associate Degree or Bachelors Degree
 - Other Placement Test Scores taken within the last 10 years
8. Returning students who are eligible for readmission and who have not been enrolled at the College for two (2) academic semesters must submit a new admission's application and update residency classification prior to registration. The student is required to meet the curriculum requirements in effect at the time of readmission according to the current College catalog.

Students who have been placed on academic or disciplinary suspension must fulfill the terms of their suspension before being considered for readmission. Students on disciplinary suspension must also submit a letter to the Vice President requesting readmission.

The College reserves the right to deny readmission to a former student, including a student who has unsettled financial obligations at the College or who has not complied with previous disciplinary requirements. All of the student's debts to the College must be paid in full before registering for courses.

B. Non-Degree Seeking Applicants

Non-degree seeking students are those students who enroll in one or more courses but do not desire to graduate from one of the established curricula unless the student enters a class being taught as either continuing education or curriculum. The student may register for any course which is open to all students and does not require a prerequisite. However, if a student plans to register for a course that requires a prerequisite course, the student must submit an official transcript from a regionally accredited institution showing completion of this requirement with a grade of "C" or better prior to registering. An applicant who plans to enroll in mathematics and/or English courses must satisfactorily complete the College placement test requirement. Students may not register for courses in a program that has a waiting list or restricted admission (such as nursing).

Non-degree seeking students are not eligible for financial aid or veterans benefits nor are they permitted to earn any degree, diploma or certificate awarded by the College.

C. Dual Major Applicants

A student may pursue additional Programs of Study (majors) with the permission of their academic advisor and the Director of Financial Aid. The student must request the dual major and present a rationale. The student's transfer and/or career goals will be taken into consideration when approving the request. To request permission, a student must complete a Change of Program Form which can be obtained from Student Services or from the MCC webpage, www.mayland.edu and returned to Student Services or the Office of Records and Registration.

Career and College Promise students, including Early College students are limited to two programs of study and must complete steps outlined in the CCP operating manual before a change of program is approved.

II. Continuing Education Programs

For applicants seeking admission to a continuing education program, all applicants must complete the College's continuing education registration process and pay the applicable tuition and institutional fees and meet criteria as determined by credentialing agencies. For admissions to credentialing programs students must meet criteria determined by credentialing agency.

III. Certificate Programs

For applicants seeking admission to a certificate program, all applicants must complete the College's certificate program registration process and pay the applicable tuition and institutional fees. Students who change from certificate programs to diploma or associate degree programs must complete the additional requirements for admission to those programs.

IV. Provisional Admissions

In certain situations, an applicant may be provisionally accepted by the College and permitted to register prior to completion of all admissions requirements. Students who are admitted on a provisional basis must complete all admission requirements within the first semester of attendance. Failure to complete the provisional requirements could result in the student being denied continued admissions for the next semester.

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