Semester: Fall  Year: 2019

Access to Austin Community College’s programs or activities shall not be limited on the basis of race, color, creed, national origin, religion, age, gender, sexual orientation, political affiliation, or physical disability. Applications accepted year round.

Please Type or Clearly Print

Date of Birth / / 

ACC Student ID:

E-mail address:

Email is the preferred method of communication with you

Leave blank if you do not have one

Name:  

Last  First  Middle

Home Address:  

Number & Street  City  State  Zip

Day Phone:  Alternate Phone:

Social Security No:

Funding Source:

☐ TWC  ☐ Waiver  ☐ Scholarship  ☐ Self- Pay

Counselor:

*Please meet with agency prior to applying*

*Tuition or agency approval is due with this application*

New Student Application Checklist: (required for acceptance into the program)

☐ Attend an Information Session or Classroom Visit

☐ Secure funding: a deposit of $305 per class due at the time of admission or letter stating sponsorship from an agency.

☐ Schedule an Admissions Interview by appointment

- If agency funded- bring a copy of your Individual Plan for Employment or a letter of approval
- Tuition is due at the time of intake
- Students will choose classes and complete paperwork after admission into the program.

For Information or to set up an appointment:

- Visit:  http://austincc.wix.com/accsteps
- Call:  512-223-7657 or 512-223-7856

Returning students: bring this completed application to:  cailyn.bevier@austincc.edu  or drop it off at the STEPS Office 417.0 at HBC.

Visit the website to set up and advising or degree planning session.

Students must successfully complete 9 core classes and 2 electives to receive an Occupational Skills Award from Austin Community College. Students attending for enrichment only may take any class with the director’s approval.

Updated: June 20, 2019 (CRB)
<table>
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<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Description</th>
<th>Start Date</th>
<th>End Date</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Credits</th>
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<td>(96 hrs/$895 / $1 Accident Insurance)</td>
<td>Aug 28th</td>
<td>Dec 12th</td>
<td>WTh</td>
<td>9:00am - 12:00pm</td>
<td>HBC</td>
<td>TBA</td>
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<td>DEV 8001</td>
<td>STEPS Academics Skills</td>
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<td>STEPS Computer Fundamentals</td>
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<td>Dec 12th</td>
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<td>STEPS Principles of Retailing</td>
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<td>Dec 10th</td>
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<td>STEPS Administrative Procedures</td>
<td>(96 hrs/$895 / $1 Accident Insurance)</td>
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<tr>
<td>POFT 1001</td>
<td>STEPS Business English</td>
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<td>STEPS Business Math</td>
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<td>POFT 1000</td>
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I hereby certify that the information contained in this application is true and complete to the best of my knowledge. I understand that any misrepresentation or falsification of information is cause for denial of admission or expulsion from the College. I understand that the faculty and staff of the STEPS Program, Continuing Education will read the information contained in this application.

I have read and understand all information included as part of this application.

Signature of Applicant __________________________ Date __________________________