



RENTON
TECHNICAL
COLLEGE

**Renton Technical College
Applied Baccalaureate Degree Program**

Bachelor of Applied Science in Application Development

Fall 2018 Application Packet

*The priority application deadline for Fall 2018 admission is March 30, 2018.
Applications received after that date will be reviewed on a case-by-case basis.
Applicants will be notified by mail of a decision in April 2018.*

Contact: Jen Alexander, BAS Outreach Coordinator

Phone: (425) 235-5840

Email: bas@rtc.edu

Online: www.rtc.edu/appdev



BAS Admissions Entry Requirements

Admission into the BAS program is **selective**. Meeting the minimum entrance requirements does not guarantee admission as the number of qualified applicants may exceed the number of available enrollment spaces. In order to be placed into the admissions pool, applicants must meet the following requirements:

1. An earned associate degree (or 90 equivalent college-level credits) in Information Technology or related area from a regionally accredited institution. First consideration will be given to those with an associate degree.
2. A minimum cumulative 2.0 GPA across all college coursework.
3. A minimum 2.0 GPA in the following IT courses:
 - Programming courses in Object Oriented Programming – 5 credits
 - Introductory coursework on relational databases – 5 credits
 - Introductory coursework on Structured Query Language – 5 credits
4. Completion of at least 20 credits of college-level General Education coursework with a minimum 2.0 GPA in English Composition (ENGL&101) or equivalent.
5. Completion of Intermediate Algebra (MATH& 095) or equivalent.
6. Personal statement – Applicants are required to write a **500 word maximum** personal statement that describes how the BAS program will advance their professional goals. Example topics include previous career experience, unique attributes that the applicant will bring to the program, hardships the applicant has overcome in pursuing his/her educational or work goals, and other special considerations that the applicant believes will make them a good candidate for the program. The essay should be typewritten and in a legible font size.

How to Submit Application Materials

Incomplete applications will not be processed. All materials (see checklist on pages 3-4) must be submitted together for consideration and mailed or delivered in person to:

ATTN: Enrollment Services
Renton Technical College
3000 NE Fourth Street
Renton, WA 98056



BAS Application Checklist

Follow the steps below to submit all official paperwork.

Current /Former RTC Students:

New/Transfer Students:

<input type="checkbox"/> Current RTC students do not need to re-apply or pay the RTC admissions fee again. Students will continue to use their current SID. <i>Skip to the next item.</i>	<input type="checkbox"/> Apply for Admission/Get your Student Identification (SID) Number <ul style="list-style-type: none"> • Complete the online admission application (www.ctc.edu/~renton/wts/kiosk/) OR • Fill out the Application for Admission form on pages 5-6 of this application packet • For questions about the RTC admissions process or to make an appointment with an Entry Advisor, call 425-235-5840 or visit Student Services in Building I. • <i>Note: New students will receive a Welcome email/letter from Enrollment Services with their SID information after they have applied to the College.</i>
<input type="checkbox"/> Official transcripts from all previous colleges attended (<i>Exception: if you have not attended college anywhere else, RTC unofficial transcripts are acceptable</i>)	<input type="checkbox"/> \$30.00 non-refundable RTC admission fee <ul style="list-style-type: none"> • Payment can be mailed or made in-person at the Cashier’s Office, Building I • <i>Note: If you do not have the funds to pay this fee upfront, it can be billed to your student account and paid with your first tuition payment (including Financial Aid tuition payments, if you qualify)</i>
<input type="checkbox"/> BAS Supplemental Application form <ul style="list-style-type: none"> • See page 7 of this application packet 	<input type="checkbox"/> Official transcripts from <u>all</u> previous colleges attended <ul style="list-style-type: none"> • <i>Opened official transcripts will not be accepted.</i>

Continue to next page



Current RTC Students (continued):

New/Transfer Students (continued):

<input type="checkbox"/> Personal Statement – 500 word maximum, describes how the BAS program will advance your professional goals	<input type="checkbox"/> BAS Supplemental Application form <ul style="list-style-type: none"> • See page 7 of this application packet
<input type="checkbox"/> Review Your Financial Aid Eligibility <ul style="list-style-type: none"> • Submit an application for Financial Aid at www.fafsa.gov. RTC’s school code is 014001. • Once completed, the Financial Aid office will receive your information and will be able to advise you of your eligibility. • Pay special attention to the Financial Aid Satisfactory Progress Policy. Your Financial Aid depends on it. • For questions, contact the Financial Aid office at (425) 235-5841. 	<input type="checkbox"/> Personal Statement – 500 word maximum, describes how the BAS program will advance your professional goals <input type="checkbox"/> Review Your Financial Aid Eligibility <ul style="list-style-type: none"> • Submit an application for Financial Aid at www.fafsa.gov. RTC’s school code is 014001. • Once completed, the Financial Aid office will receive your information and will be able to advise you of your eligibility. • Pay special attention to the Financial Aid Satisfactory Progress Policy. Your Financial Aid depends on it. • For questions, contact the Financial Aid office at (425) 235-5841.

STOP:

If you are a current/former RTC student, skip to page 7. You do not need to fill out pages 5-6.

If you are a new/transfer student, please complete pages 5-7.



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3000 NE Fourth St
Renton, WA 98056

425.235.2352
www.RTC.edu

Application for Admission

Submit this to Enrollment Services or apply online at www.RTC.edu

Have you ever attended Renton Technical College? Yes No

For Office Use Only – SID _____

A \$30 non-refundable admission fee is required

* **Social Security Number** _____ - _____ - _____

* To comply with federal laws, we are required to ask for your Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN). We will use your SSN/ITIN to report Hope Scholarship/Life Time tax credit to administer state/federal financial aid, to verify enrollment, degree and academic records, and to conduct institutional research. If you do not submit your SSN/ITIN, you will not be denied access to the college; however, you may be subject to civil penalties (Refer to Internal Revenue Service Treasury Regulation 1.60505 - 1(e) (4) for more information). Pursuant to state law (RCW 288.10.042) and federal law (Family Education Rights and Privacy Act), the college will protect your SSN/ITIN from unauthorized use and/or disclosure.

Quarter you plan to attend: Summer (July – Aug) Fall (Sept – Dec) Winter (Jan – Mar) Spring (Apr – Jun)

Birth Date: ____/____/____
mm dd YYYY

This is your temporary Personal Identification Number (PIN)
A High School Release is required if you are 16 – 17 and have not graduated high school or earned a GED.

Gender Male
 Female
(optional)

Last Name

First Name

Middle Initial

Previous Name(S)

Mailing Address (number and street)

Apt. No.

City

State

ZIP

Day Phone

Evening Phone

Email Address

@

Emergency Phone

Emergency Contact Person

Relationship

Race/Nationality (optional) Commitment to Diversity – Washington’s Community and Technical colleges offer a variety of academic, financial, and personal support services to interested students. Each institution is committed to enrolling a diverse student body.

Please mark one or more of the boxes to indicate what race you consider yourself to be:

- | | | | |
|---|---|---|---|
| <input type="checkbox"/> Alaskan Native (015) | <input type="checkbox"/> Asian – Korean (612) | <input type="checkbox"/> Black – African-American (872) | <input type="checkbox"/> Native Hawaiian (653) |
| <input type="checkbox"/> American Indian (597) | <input type="checkbox"/> Asian – Other (621) | <input type="checkbox"/> Black – Other (870) | <input type="checkbox"/> Pacific Islander (681) |
| <input type="checkbox"/> Asian – Chinese (605) | <input type="checkbox"/> Asian – Vietnamese (619) | <input type="checkbox"/> Filipino (608) | <input type="checkbox"/> White (800) |
| <input type="checkbox"/> Asian – Japanese (611) | <input type="checkbox"/> Black – African (871) | <input type="checkbox"/> Hispanic/Latino/Spanish origin | <input type="checkbox"/> Other Race (799) |

If you selected “Other Race” please specify: _____

If you selected “Hispanic/Latino/Spanish origin” above, please also select one from below (optional).

- | | | | |
|---|---|---|--|
| <input type="checkbox"/> Hispanic - Caribbean | <input type="checkbox"/> Hispanic-Central American (704) | <input type="checkbox"/> Hispanic – Mexican (722) | <input type="checkbox"/> Hispanic-South American (729) |
| <input type="checkbox"/> Hispanic - Other | If you selected “Hispanic Other” please specify: _____ | | |

Residency Questions for Tuition Purposes:

- Have you been a legal resident of Washington and lived continuously in the State of Washington for the past 12 months? Yes No
“A student cannot qualify as a legal resident of Washington for tuition calculation purposes if s/he possesses a valid out-of state driver’s license, vehicle registration or other documents that give evidence of being a legal resident in another state.”
If NO, how long have you lived continuously in the State of Washington? _____ months.
- Were you claimed for federal income tax purposes by your mother, father or legal guardian in the current calendar year? Yes No
- In the past calendar year? Yes No
If YES to either 2a or 2b, has your parent or legal guardian lived continuously in the State of Washington for the past 12 months? Yes No
- Will a public or private non-federal agency/institution outside of the State of Washington provide you with financial assistance to attend college? (answer yes only if your eligibility for this assistance is based on your being a resident of that state) Yes No
- Are you active duty military stationed in Washington or a member of the Washington National Guard? Yes No
Are you a spouse or dependent of either (a). An active duty military person stationed in Washington or (b). A member of the Washington National Guard Yes No

SUBMIT SUPPORTING DOCUMENTATION WITH THIS APPLICATION

Citizenship

Are you a U.S. citizen? Yes No If not a U.S. citizen, list country of citizenship: _____
If not a U.S. citizen, are you an immigrant with a Permanent Resident Card or Refugee/Parolee/Conditional Entrant? Yes No
Alien #: _____ **Copy of Permanent Resident Card or I-551 stamp required, attach copy.**

If you are not a U.S. citizen, Permanent Resident or Refugee, what is your visa status? International student with F or M visa Visitor
 Temporary resident: Alien # _____ Other – Explain _____

Copy of I-94 or Visa required, attach copy.

If you are not a U.S. citizen or Permanent Resident, have you (1) received a Washington State high school diploma or equivalent in Washington, and (2) did you reside in Washington State for three years prior to receiving the diploma/equivalent, and (3) have you continuously resided in Washington State since receiving the diploma/equivalent? Yes No If yes, contact Enrollment Services for more information.

Last High School Attended:

City, State

Years Attended:

From: _____ **To:** _____

Graduated: Yes No

Year: _____

If NO, date you expect to graduate from high school: Month: _____ Year: _____

If NO, have you earned a GED? Yes No **If YES, GED earned in:** City: _____ State: _____ Year: _____

Please Complete Back Side

Other College/University Attended:	City, State	Years Attended: From: _____ To: _____	Graduated: <input type="checkbox"/> Yes <input type="checkbox"/> No Year: _____		
Other College/University Attended:	City, State	Years Attended: From: _____ To: _____	Graduated: <input type="checkbox"/> Yes <input type="checkbox"/> No Year: _____		
Has either of your parents earned a bachelor's (4-year) degree? <input type="checkbox"/> Yes <input type="checkbox"/> No		Check the box if you have been in Washington State foster care for at least one year since your 16th birthday. <input type="checkbox"/> HB 1131			
Veterans and/or their dependents may qualify for educational benefits. Please check here <input type="checkbox"/> if you would like additional information.					
Have you ever served in the U.S. Armed Forces? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Reason for enrolling (please select one)					
_____ Two year academic (A)		_____ Professional/Technical Program, Waiting for Program (G)			
_____ Academic transfer to four year (B)		_____ Apprentice (H)			
_____ Professional/Technical Program (F)		_____ Improve Job Skill (J)			
			_____ Personal Enrichment (L)		
			_____ Undecided/Exploring (X)		
			_____ Running Start (B or F)		
Applied Program of Study: Of you are enrolling in a Professional/Technical program or DTA/MRP, write the program (numbers or letters) in the code box.			Code Box 5AB		
Professional/Technical Programs – Long Term Programs					
505	Accounting Clerk	515	Computer Science	837	Massage Therapy Practitioner
505	Accounting Paraprofessional	774	Construction Management	381	Medical Assistant
505	Accounting Specialist	759	Construction Trades Preparation	313	Medical Coding Specialist
547	Administrative Office Management	850	Culinary Arts	314	Medical Laboratory Technician
547	Admin Office Mgmt-Entr/Small Bus	772	Custodial Training	312	Medical Receptionist
340	Anesthesia Technician	305	Dental Assistant	565	Medical Reimbursement Specialist
515	Applications Developer	402	Early Childhood Careers	990	Multi-Occupational Trades
709	Auto Body Repair & Refinishing	780	Electronic Service Technician	559	Office Support Specialist
712	Automotive Technology	778	Engineering Design Technology	360	Ophthalmic Assistant
712	Automotive, Ford ASSET	551	Executive Assistant	399	Pharmacy Technician
712	Automotive Service Technician, ITEC	624	Field Survey Technician	808	Precision Machining Technologies
883	Band Instrument Repair Technology	773	Industrial Engineering	547	Professional Baking
883	Band Instrument Repair – Guitar Tech	706	Kitchen Major Appliance Technology	880	Professional-Technical Education
809	Basic Machining	624	Land Survey Technician	703	Refrigeration Technology
798	Civil CADD	438	Language Interpreter	323	Registered Nurse
773	Commercial Building Engineering	706	Laundry Major Appliance Technology	959	Stationary Engineering
517	Computer Applications	577	Legal Secretary/Legal Assistant	502	Supervision and Management
527	Computer Network Technology	326	Licensed Practical Nurse	332	Surgical Technologist
809	Computer Numerical Control	706	Major Appliance & Refrigeration Tech	814	Welding
				5AB	BAS in Application Development
Professional/Technical Programs – Short-Term Programs					
517	Basic Computer Applications	784	Electrical Plant Maintenance	382	Phlebotomy Technician
778	CAD/Programming Administration	883	Guitar Repair Technology	505	Practical Accounting for Small Business
384	Central Service Technician	323	International NCLEX Prep RN	773	Property Maintenance
402	Child Development Associate	438	Language & Culture	403	School Age Child Care
403	Children With Special Needs	402	Management of Childcare Programs	115	Veterinary Assistant
515	Computer Programming	329	Nursing Assistant	438	World Language & Culture
517	Computer Applications-Advanced	553	Office Assistant/Receptionist		
Associate Major Related Program Transfer Degrees					
BUS	Associate in Business DTA/MRP	ELEM	Associate in Elementary Ed DTA/MRP	TECH	Associate in Technology DTA/MRP
CM	Associate in Construction Mgmt DTA/MRP	PREN	Associate in Pre-Nursing DTA/MRP		
CEE	AS-T Computer & Electrical Engineering MRP Track 2	MET	Associate in Mechanical, Manufacturing & Plastic Engineering MRP Track 2		
Apprenticeship Programs – Prior Approval Needed					
745	Carpenter	808	Machinist – Aircraft Oriented	755	Roofers
850	Culinary Arts	769	Millwrights	808	Seattle Machinist
850	Culinary Arts – Pastry Cook	920	Pile Drivers	806	Seattle Maritime
772	Custodial	913	Plumbers/Marine Pipefitters	992	St. Gobain Containers
923	Fire Stop/Containment	915	Plasterers	959	Stationary Engineers
962	Heat & Frost Insulators/Asbestos Worker	911	Refrigeration	911	Steamfitters/Pipefitters/SPU
910	LADS				
Financial aid is available for most full-time preparatory programs and transfer degrees in the form of grants, loans, work-study jobs and scholarship. To inquire if you are eligible for financial aid, call 425.235.5841. Services are available for students who have special needs because of disability. Call 425.235.2352 x 5705 or use TTY 425.235.5811.					
I certify that to the best of my knowledge, all statements on this form are true.					
Signature				Today's Date	
Renton Technical College does not discriminate on the basis of race, color, national origin, sex, disability, sexual orientation or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Director, Human Resources Development 3000 NE Fourth Street Renton, WA 98056 425.235.2352.					
Fee Pay Status	Date Received	Date Entered	Entered By		



BAS Supplemental Application Form

Please type or print in blue or black ink

Office Use Only	Application Date:
<input type="checkbox"/> New applicant	<input type="checkbox"/> Reapplicant

Full legal name (last, first, middle)			Student Identification Number (SID) If Known	
Mailing address (number, street, apt. #)		City	State	Zip
Primary phone number	Alternate phone number	Date of birth m/dd/yyyy	State of Legal Residence	
Email Address:			Gender <input type="checkbox"/> Male Female	
How did you hear about the BAS Program?			Do you plan to enroll full or part time? Full time Part time	

EDUCATIONAL BACKGROUND:

Have you completed a 2 year degree? Yes No

If YES:
Date graduated: _____ Type of Degree & Program: _____ GPA: _____ From what college: _____

If NO:
When will you graduate: _____ Type of Degree & Program: _____ GPA: _____ From what college: _____

Courses currently taking: _____

Please list colleges attended, dates of attendance, degrees/certificates earned.

Name of college/university	Location	Dates of attendance	Degree/Certificate earned

WORK EXPERIENCE:

Please list current and other recent jobs. Include volunteer positions if desired.

Name of company	Location	Employment Dates	Job Title	Full/Part time?

Describe any honors or any notable achievements that you have received.

I certify that I am the person named above and that to the best of my knowledge, all statements on this form are true.

Signature _____ Date _____



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BAS Personal Statement