

Clarion University–Venango Campus Electric Utility Technology

Checklist for Admission

Each prospective student must complete the following steps to be considered for enrollment in the class of 2013 that begins in August 2011:

1. Admission Application Procedures

To apply for undergraduate admission:

- Complete and submit the Undergraduate Application and the \$30 nonrefundable application fee. Students may use the paper application that is included in this packet or complete the online application at www.clarion.edu/admiss
- When completing the application, enter “Associate of Applied Science” in the blank next to Major, and enter “Industrial Technology-First Energy” in the blank next to Degree Sought.
- Submit your official high school transcript(s) to Clarion University
- Submit your official SAT and/or ACT scores to Clarion University

To apply for admission as a transfer student from another college or university:

- Complete and submit the Undergraduate Application and the \$30 nonrefundable application fee. Students may use the paper application that is included in this packet or complete the online application at www.clarion.edu/admiss
- When completing the application, enter “Associate of Applied Science” in the blank next to Major, and enter “Industrial Technology-First Energy” in the blank next to Degree Sought.
- Submit your official high school transcript(s) to Clarion University
- Submit official transcripts from all institutions you have attended since high school to Clarion University.

All paperwork must be sent to the following address:

Clarion University of Pennsylvania
Office of Admissions
840 Wood Street
Clarion PA 16214-1232

You will receive written confirmation of your acceptance in the mail from the Admissions Department at Clarion University. You are more than welcome to take the math placement examination prior to learning if you have been accepted to Clarion University, but the deadline to be accepted is **May 6, 2011**. This means you need to have your application and all transcripts to the University before the end of April. Once the University has received your application and transcripts, it typically takes about 2 weeks for an acceptance decision to be made.



2. Mathematics Placement Testing Procedures

**** The math placement exam can be taken anytime during the application process, before or after you have been accepted to Clarion University. It must be completed prior to May 6, 2011.*

Beginning in August 2007, students interested in the Associate of Applied Science in Industrial Technology degree with a concentration in Electric Utility Technology will be required to take a math placement exam. The only exception applies to students who have taken accepted college math transfer credits. This exam is used to determine if you are ready to take Math 112, the required math course in the Associate of Applied Science in Industrial Technology degree. The placement exam takes about an hour to complete, and consists of a series of arithmetic and algebraic problems. If your math skills are not well developed, you will be placed in Math 050 Basic Algebra. Math 050 is a basic math course intended to prepare students to begin their college level math studies. This course does not count for academic credit nor does it fulfill graduation requirements. If you are placed in Math 050, you are required to take this course within the First Energy program. It must be taken prior to taking MATH 112.

The math placement exam will be offered at the Clarion University-Venango Campus in Oil City throughout the fall and spring semesters. If you wish to take the math placement exam on one of these dates, please **contact the Venango Campus at (814) 676-6591 x1275 to schedule your exam.** Results of this exam can be found by contacting the same number approximately 2 weeks following your exam. If you are from outside the area you may be eligible for math placement by transcript evaluation. Please contact the number above to check for eligibility.

If you have taken college math classes at another post-secondary institution, please contact Bill Hallock at (814) 676-6591 x1307 or at whallock@clarion.edu to schedule a time to evaluate your college transcripts.

3. Financial Aid

All students should fill out a FAFSA (Free Application for Federal Student Aid) before **May 1st** to be eligible for PHEAA state grants, PELL federal grants and Federal Stafford loans. You will need to have your previous year's tax returns and W2's to complete this information. The application can be completed online at www.fafsa.ed.gov or through a paper application at the Admissions and Financial Aid office at Clarion University-Venango Campus. Contact LaTrobe Barnitz at (814) 676-6591 x1211 with any questions regarding Financial Aid.

4. Academic Conference

Once you have received confirmation of admission and have taken your math placement exam (if applicable), you **must** contact the Department of Applied Technology to schedule an academic conference with Dr. Hallock. **Deadline for this conference is May 6, 2011.** Contact:
Clarion University-Venango Campus Department of Applied Technology
(814) 676-6591 x1275

Open House

To Be Announced