

Apply for Admission at MECC Online

Follow the process below to log on and apply for admission to the college.

Complete online your Application for Admission and Application for In-State Tuition Rates. Log on to <http://apply.vccs.edu> to complete the online admission application that includes the in-state tuition application. As you are completing the online admission application and in-state tuition application, follow the instructions below.

PART 1

Enter the information requested for Part 1.

In **Number 2**, providing your social security number ensures that you do not create a duplicate student record for classes you may have taken at other VCCS colleges.

Note: If you do not provide your social security number, you will receive the following message:

"If you do not give your social security number, access to some services will be limited, tax reporting information will not be available, and financial aid will be delayed. If you choose not to provide your social security number, click OK. Otherwise, click Cancel and change to your valid social security number."

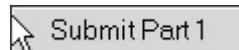


In **Number 5**, if you have taken any VCCS classes, select yes. If you know your SIS ID(Empl ID), please enter it here.

In **Number 6**, you should select **Credit**.

In **Number 7**, select **Mountain Empire Community College**.

Click on **Submit Part 1**.



PART 2

For **Part 2**, enter the information by providing term in which you wish to enroll, address, and telephone information.

In **Number 18** select 'Yes' or 'No' that English is your Native Language. U.S. Citizens should select 'Yes'.

Click on **Submit Part 2**.

PART 3

For **Part 3**, select your Academic Plan (major).

In **Number 22** select your high school and enter your graduation date. If you graduated from a high school in another state, select 'Out' with the state attached.

Select the type of high school diploma you received. If you don't know the type of high school diploma, or you graduated more than five years ago, select 'General'.

In **Number 24** indicate if you plan to pursue a degree or certificate.

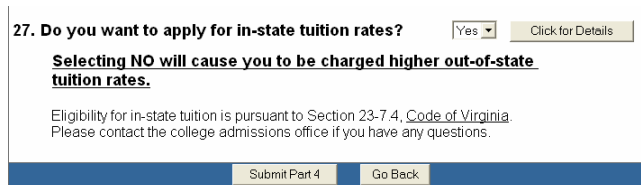
Students must be enrolled in a certificate or degree program to be eligible for financial aid.

Click on **Submit Part 3**.

PART 4

In **Part 4**, list any other colleges you have attended. Use the drop-down list of colleges.

In **Number 27** be sure to indicate if you are applying for in-state tuition. **Applying for in-state tuition rates is NOT part of the financial aid application process. If you do not apply for in-state tuition rates you will be charged out-of state tuition.**



27. Do you want to apply for in-state tuition rates?

Selecting NO will cause you to be charged higher out-of-state tuition rates.

Eligibility for in-state tuition is pursuant to Section 23-7.4, [Code of Virginia](#). Please contact the college admissions office if you have any questions.

Click on **Submit Part 4**.

PART 5

Part 5 begins your **Application for In-state Tuition**.

In **Number 28** please choose on whose domicile you want to base your eligibility for in-state tuition.

Click on **Submit Part 5**.

PART 6

In **Part 6**, you are now asked to provide specific information related to your domicile and residency status. Read and complete each item carefully.

Click on **Submit Part 6**.

You are now finished and can check the certification box.

I certify under penalty of disciplinary action that all of the above information is complete and accurate. I agree to supply the college with supporting documentation related to my application, if I am requested to do so.

Once you 1) check the certify box, and 2) click the submit button, this constitutes an electronic signature.

Please note: The IP address of this computer is recorded with this information.

Enter the **Security Code** provided and click to check the **certification box**.

Click **Submit Application**.

Now wait for your Application to be processed and your SIS ID(Empl ID) number to be assigned.

A page of your college admission information, including your **temporary** password, will appear when the process is completed. Be sure you **print this page** and follow the instructions provided to set your **secure** password **before you close this session**. **You will need your SIS ID(Empl ID) and your 'secure' password to login to MECC Online.**

You have now completed Step 1 of 'Step-by-Step Enrollment'. You may continue with Step 2 to complete the enrollment process at Mountain Empire Community College.

For assistance with the application process, please visit Enrollment Services/Admission in Godwin Hall or submit a help request from Step 5 at MECC Online.