

# ADMISSIONS REQUIREMENTS



Admission to Tri-C is open to all high school graduates, anyone with documentation of successful GED completion, non-high school graduates participating in dual enrollment programs and those 18 years of age or older. It is not necessary to enroll in a specific program to be admitted to Tri-C.

Students have several enrollment options:

- A two-year program to prepare for transfer to a four-year college
- A career/occupational program to prepare for employment
- Individual courses for personal interest

Tri-C's general admissions procedure **does not** ensure admission to a particular course or program. Some courses are exclusive to students in a particular major. Additionally, admission to a specific program may be competitive or require specific minimum qualifications. Some students may be advised to enroll in certain courses to address gaps in their academic preparation.

Prospective students are encouraged to begin the admissions process well ahead of the start of the semester/term. Students may take courses at more than one campus.

Please note that student records are deactivated after three consecutive semesters without registration activity. Individuals whose records have become inactive must reapply for admission to the College.

## Residency Requirements

Tri-C is supported by Cuyahoga County taxpayers and the state of Ohio. Accordingly, students who reside outside of Cuyahoga County or Ohio pay out-of-county or out-of-state tuition rates. The determination of a student's official residency status for tuition purposes occurs at the point of admission, according to the residency policies of Ohio, the Ohio Department of Higher Education and the Tri-C Board of Trustees.

It is important for students to understand that a change to a Cuyahoga County address does not automatically result in a change to in-county residency for tuition purposes. Students are responsible for initiating a change of residency status by submitting a Petition for Change of Residency Status and providing supporting documentation to the Admissions and Financial Services office. For a change to be applicable to a specific semester, the process must be completed **by the end of the 100% refund period for each term.**

To see if you qualify for a change of residency, visit the Tri-C Residency Information web page or any campus Admissions and Financial Services office.

## Selective Service

All male U.S. citizens (and those with a permanent resident card) between the ages of 18 and 25 are required to register with Selective Service to qualify for in-county or in-state tuition rates. The admission application requires a Selective Service registration number or reason for exemption. In accordance with the Defense Department Authorization Act (Pub. L. 97-252) and Ohio Revised Code §3345.32, any student who is required to register with the Selective Service and fails to do so will be ineligible for federal and Ohio student financial aid funds. Contact the Admissions and Financial Services office at any campus for further information.

## Social Security Number and Tri-C ID

All students must provide Tri-C with their Social Security number (SSN). The Taxpayer Relief Act of 1997 requires that colleges and universities report names and SSNs for all students.

Tri-C is concerned about and aware of privacy issues regarding SSNs. In response to these concerns, all Tri-C students, faculty and staff have a unique ID (S-Number) assigned for Tri-C business.

## International/Foreign Students

U.S. immigration laws have a variety of requirements regarding college enrollment. If you have or will be applying for F-1 nonimmigrant student status, you must consult with a Global and International Student Services coordinator before applying and registering for classes. **F-1 applicants are not permitted to apply for admission online.** F-1 students with a Form I-20 from Tri-C must complete a minimum of 12 credits per semester in order to maintain status. Nine of the 12 credits must be taken as traditional seat-based (in-person) or blended learning (in-person/online) classes; the remaining three credits may be taken via distance learning, which includes online, independent learning and cable college. Students enrolled in an English as a Second Language program must complete all of their coursework in person. A Global and International Student Services coordinator is available at each of the campuses to address deadlines for F-1 international student admission and for other F-1 information.

For information that involves maintaining your visa status, such as work permission, authorized withdrawals, transfers and program extensions, visit the Tri-C International Students web page or see a Global and International Student Services coordinator at the campus listed on your I-20.

## Transient (Visiting) Status

1. If a student wishes to take a course for credit at another institution while attending Tri-C, they should:
  - Request a transient (visiting) student form from the Counseling office
  - Complete the form, obtain approval from a counselor, and return it to the Admissions and Financial Services office, which will confirm the student's status.
  - Request an official transcript upon completion of the course be sent from the visiting institution to:
 

Office of the Registrar  
P.O. Box 5966  
Cleveland, OH 44101-0966
2. If a student is attending another college or university and would like to take classes that will transfer back to their home institution, they

can apply as a visiting or transient student at Tri-C. Visit the Tri-C Transient/Visiting Students web page for more information.