

Return To: Office of the Registrar
P.O. Box 9701
McAllen, TX 78502-9701
(956) 618-8323 / 618-8311

**INSTITUTIONAL AWARD
STUDENT DATA FORM**



1. Term & year: one only To ensure the timely process of your enrollment, please submit this form 2 weeks prior to the beginning of your intended semester.

FALL Summer I & III SPRING Summer II

20 Year

2. Full Legal Name: (print last name, first name, middle)(Any other name(s) under which your records may appear.)

USE INK ONLY USE INK ONLY

3. Social Security Number:

4. Date of Birth:

If you do not have a social security number, a school number will be assigned only for institutional purposes. Month Day Year

5. Place of Birth: (City, State & Country)

6. In which county do you reside? Hidalgo Starr, or Other: _____

7. PERMANENT ADDRESS:

Address
City
State Zip
Phone ()

MAILING ADDRESS (If different)

Address
City
State Zip
Phone ()

EMERGENCY CONTACT:

Name
Street
City, St., Zip
Phone ()

8. Residence Data: (see reverse section 3 for T.H.E.C.B. rule)

a. Are you a United States Citizen? Yes No If yes, skip to question d.

b. If no, what is your country of origin? _____

c. Are you a resident alien? Yes No
If yes, you must provide your alien registration card. (#A- _____)

d. Are you claiming Texas as your legal state of residence? Yes No

e. Upon whom are you basing your claim of Texas residency? Self Parent Guardian
If legal guardian, guardianship papers must be provided.

Regardless of the person checked in question "e", answer questions "f-i."

f. How long has this person lived in Texas? Years Months

g. Previous state or country of residence if less than 5 years? _____

h. If this person came within the past 5 years, why did they move to Texas?
 Education Employment Other: _____

i. Does this person own property in Hidalgo or Starr County? Yes No

9. How to Apply:

a. Select an Institutional Award

b. Seek advisement with program chair in program of study

c. Complete an Institutional Award Application

d. Register for the courses

10. Program of Study

Please declare a Institutional Award:

a. Enter IA you will pursue at STCC?

Refer to the Institutional Award codes on the back of this form.

Answer only if residency is based on a parent or legal guardian.

a. What is his/her name? _____

b. Relationship to self? Parent Guardian

c. Is this person a U.S. citizen? Yes No

d. Will this person claim you for the current tax year? Yes No

e. Has this person claimed you as a dependent for U.S. federal income tax purposes for the tax year preceding your registration?

11. Educational Data: (Need further explanation? Refer to section 2 on reverse side.)

a. High School Attended. Year of Graduation.

b. Are you a: STCC Returning Student College Transfer

An official transcript from colleges attended is required.

e. College Records (Including STCC attendance): If you have ever attended college before, you must complete this section, failure to do so may result in suspension from classes. If you are currently enrolled, list current enrollment and hours in progress.

STATEMENT OF EQUAL OPPORTUNITY

No person shall be excluded from participation in, denied the benefits or be subject to discrimination under any program or activity sponsored or conducted by South Texas Community College on the basis of race, color national origin, religion, sex, age, veteran status, or disability. 11/14/02.syl

College Attended or Attending	City & State	Attendance Dates Semester & Year	Total Hours Completed Degree Held (If Any)

Institutional Awards - Business Administration

ACCOUNTING

ACNT1303 Intro to Accounting
 ACNT 1329 Payroll and Business Tax Accounting
 ACNT 1311 Intro to Computerized Accounting
 ACNT 1331 Federal Income Tax: Individual

IMPORT/EXPORT

IBUS 1301 Principles of Import/Export
 IBUS 2345 Import Customs Reg. I
 IBUS 1305 Intro to International Trade
 IBUS 2371 Import Customs Reg. II

SMALL BUSINESS MANAGEMENT

BMGT 1301 Supervision
 ACNT 1301 Intro to Accounting
 ACNT 1329 Payroll & Business Tax
 BUSG 2309 Small Business Management

BANKING

BNKG 1301 Money and Banking
 BNKG 1303 Principles of Banking
 BNKG 1345 Consumer Lending
 BNKG 1347 Bank Marketing

LEGAL ASSISTING

POFL 2301 Legal Document Processing
 LGLA 1311 Introduction to Law
 LGLA 2307 Law Office Management
 POFL 1303 Legal Office Procedures I

URBAN PEST MANAGEMENT

AGCR 1473 Intro to Urban Pest Management
 AGCR 2401 Urban Pest Management
 AGCR 2405 Principles of Entomology
 AGCR 2405 Principles of Entomology

COMPUTER SYSTEMS

ITSC 1309 Integrated Software Applications II
 ITSC 2321 Integrated Software Applications
 ITSC 2331 Integrated Software Applications

LOGISTICS

LMGT 1319 Intro to Business Logistics
 LMGT 1325 Warehouse and Dist. Center Mgmt.
 LMGT 1321 Principles of Material Mgmt.
 LMGT 2334 Principles of Traffic Mgmt.

WORD PROCESSING

ITSW 1301 Introduction to Word Processing
 ITSW 2331 Advanced Word Processing
 POFI 2331 Desktop Publishing

CULINARY ARTS

CULA 1305 Safety and Sanitation
 CULA 1301 Basic Food Preparation
 CULA 2301 Intermediate Food Preparation
 CULA 2307 Catering

MARKETING

MRKG 1311 Principles of Marketing
 BMGT 1333 Principles of Selling
 HRPO 1301 Customer Service
 BMGT 1349 Advertising & Sales Promotion

E-COMMERCE

BUSG 1371 Intro to E-Commerce
 ITSC 1313 Internet/Web Page Development
 ITSC 1309 Integrated Software Application
 BUSG 1375 E-Marketing

PUBLIC SERVICE ADMINISTRATION

PBAD 1321 Public Administration
 PBAD 2335 Ethics in the Workplace
 PBAD 2331 Budgeting in the Public Sector
 PBAD 2339 Human Resource Management

For Office Use Only

- Concurrent Enrollment Returning Student
 High School Graduate Transfer Student
 GED Recipient Individual Approval

Other: _____

RESIDENT CLASSIFICATION:

- TX Resident Non-Resident
Select one
 In-District International
 Out-of-District

Staff Signature: _____

Date: _____

Marketable Skills Achievement Award

PATIENT CARE ASSISTANT

NURA 1401 Nurse aide for Health Organizations I
 NURA 1160 Clinical I
 NURA 1407 Nurse Aide For Health Organizations II or VNSG 14200

11. Read carefully and sign below.

(Mandatory requirement under T.H.E.C.B. rule 21.38)

Oath of Residency

I understand that the information submitted herein will be relied upon by South Texas Community College officials to determine my status for admission and residency eligibility as a resident of Texas and/or resident of South Texas Community College District for tuition purposes. I authorize South Texas Community College Officials to verify the information I have provided, and I agree to notify the Registrar of South Texas Community College of any changes in the information provided.

I certify that the information on this form is complete and correct and I understand that submission of false information is grounds for rejection of my application, withdrawal of any offer of acceptance, cancellation of enrollment, or appropriate disciplinary action, and will result in my reclassification as a non-resident or an out-of-district resident, and I will be required to PAY ALL DIFFERENCES IN FEES.

I authorize STCC to report credit hours to other institutions and state agencies.

DATE: _____ SIGNATURE: _____

Residency Issues

I. Texas Higher Education Coordinating Board rule 21.38 requires each student to provide substantiating documentation to affirm residence for tuition purposes. As a general rule, the classification or *Texas resident* requires the individual to provide proof that he/she has resided in the state for a minimum period of 12 months prior to the time of enrollment. It also requires that each student signs an Oath of Residency. All new students or students returning to school after being out at least 12 months are required to answer the questions in *section 9* on the front of this form. If you have attended school or resided out of the state, additional proof of residency may be required. Military personnel/dependent must submit proof of military assignment in Texas at each enrollment.

II. Non U.S. Citizens must provide proof of immigration status.

a. Aliens living in the United States under a visa permitting permanent residence, and aliens who are permitted by Congress to adopt the United States as their domicile while they are in this country, have the same privilege of qualifying for Texas resident status for tuition purposes as do citizens of the United States. The Immigration and Naturalization Service has identified the following categories of foreign students as being eligible to establish a domicile in the United States: (1) holders of visas with A-1, A-2, G-1, G-3, G-4, K, or OP-1

- classifications; and
 (2) individuals classified by INS as refugees, asylees, parolees, conditional permanent residents (holding I-551 cards which have not expired), and temporary residents (holding I-688 cards which have not expired). *Note: Invalid are I-688A and I-688B.*

(3) individuals must establish residency.

Source: Texas Higher Education Coordinating Board