

New Student Checklist Next Steps



To view all of these steps online, visit www.hagerstowncc.edu/future-students.

- ☐ 1. **Submit your official transcripts and standardized exam reports to the Office of Admissions**
 - This may include high school transcripts, GED scores, college/university transcripts, and AP/IB/CLEP scores, or SAT/ACT/MCAP scores. If you are transferring college credits from an accredited college/university, please complete the Transfer Evaluation Request form (TER) found at www.hagerstowncc.edu/docs/transcript-evaluation-request. Credits will not be evaluated unless this form is completed and turned in.
- ☐ 2. **Review placement test information**
 - For hours and location, a list of exemptions, and study materials: www.hagerstowncc.edu/testing
 - Placement tests are very important. Students should not rush through the tests and should prepare to take the tests by studying the web-based tutorials available on the Testing Center website. Students who do not test above a minimum score in Reading and Arithmetic will not be able to register for credit classes.
- ☐ 3. **Consider payment options and/or apply for financial aid**
 - Student Financial Aid Office: www.hagerstowncc.edu/financial-aid
 - Complete FSA ID at www.studentaid.gov.
 - Complete the Free Application for Federal Student Aid (FAFSA): www.studentaid.gov.
 - For deadlines and Nelnet payment plan information: www.hagerstowncc.edu/finance
- ☐ 4. **Complete new student orientation**
 - The virtual New Student Orientation should be completed before registering for classes.
 - View the orientation at www.hagerstowncc.edu/student-services/orientation.
- ☐ 5. **Access HCC online resources**
 - Activate your online account prior to seeing a Retention Specialist at www.hagerstowncc.edu/password.
 - Click on My HCC Portal under the Quick Links tab of the College's website for a one-stop place to access your email (how the College will communicate with you moving forward), Self-Service (HCC's online registration system), and D2L (where you will find class information two days before classes begin)
 - For assistance with Self-Service, visit www.hagerstowncc.edu/self-service-tutorials.
- ☐ 6. **Meet with a Retention Specialist and schedule classes**
 - All new students should meet with a Retention Specialist before registering for classes.
 - For hours and availability: www.hagerstowncc.edu/retention
- ☐ 7. **Get ready for class**
 - Purchase textbooks in the Campus Store in the AC&T Student Center. Books are available two weeks before classes begin. Bring your schedule (can be digital or printed) to the Campus Store or you can shop online at bookstore.hagerstowncc.edu.
 - You will need your class schedule (can be digital or printed) and photo ID to obtain your student ID card and parking permit.
 - To obtain your parking permit: www.hagerstowncc.edu/student-services/parking-permit-request-form (License Plate Number Required)
- ☐ 8. **Learn more about HCC and campus resources**
 - HCC's Student Services: www.hagerstowncc.edu/current-students

*You must present a photo ID to complete placement tests,
meet with a Retention Specialist, or speak with Admissions or Financial Aid.*

Fast Facts

Key Contacts:

General Information: 240-500-2000
www.hagerstowncc.edu

Admissions: 240-500-2238
admissions@hagerstowncc.edu
www.hagerstowncc.edu/admissions

Workforce Solutions and Continuing Education
Registration: 240-500-2236
cregister@hagerstowncc.edu
www.hagerstowncc.edu/wsce

Disability Services: 240-500-2273
dss@hagerstowncc.edu
www.hagerstowncc.edu/dss

Financial Aid: 240-500-2473
finaid@hagerstowncc.edu
www.hagerstowncc.edu/financial-aid

Human Resources: 240-500-2586
hr@hagerstowncc.edu
www.hagerstowncc.edu/human-resources

Get Connected



@hagerstowncc | #hccnow

Mission:

Hagerstown Community College ensures equitable access to affordable high quality educational programs, promotes practices and policies that ensure student success, and fosters innovation and collaboration to strengthen its regional workforce and community cultural development.

Vision:

HCC will be a learner-centered accessible, life-long learning institution dedicated to student and community success.

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Programs of Study

CAREER PROGRAMS

Accounting and Business
Administration of Justice
Administrative Assistant
Alternative Energy Technology (AET)
Biotechnology
Cannabis Dispensary Technician*
Certified Nursing Assistant/Geriatric Nursing Assistant (CNA/GNA)*
Child Care*
Childcare Professional
Clinical Medical Assistant*
Commercial Music
Commercial Vehicle Operator (Class B)*
Commercial Vehicle Transportation Specialist (CVT) (Class A)
Computer-Aided Design
Computer Graphic Artist
Computer Support Specialist
Computer Tomography Imaging
Construction Equipment Operator*
Construction Trades*
Cybersecurity (CYB)
Cyber and Network Security
Dental Assisting
Dental Hygiene
Diesel Technician*
Digital Forensics
Digital Instrumentation and Process Control
Early Childhood and Primary Grades Education
Electrical Engineering Technology
Electronic Health Records
Electronics Technician
Fitness Training
Forklift Operator*
Graphic Design Technology (GDT)
Graphic Production Specialist
Health Information Management (HIM)
Human Services
Human Services Technician
Industrial Technology (INT)
Information Systems Technology (IST)
Interactive Design and Game Development
Magnetic Resonance Imaging
Mammography
Management
Management: Marketing
Mechanical Engineering Technology (MET)
Mechatronics Industrial Technology (MIT)
Medical Laboratory Technician
Network Administration
Nursing
Office Associate*
Paralegal Studies
Personal Trainer*
Pet Grooming*

Phlebotomy*
Practical Nursing
Radiography
Real Estate Sales Agent*
Solar Energy Installation and Service
Substance Abuse Counseling
Technical Studies
Transportation Administration
Transportation Management
Unmanned Aerial Systems (drone technology)
Veterinary Assistant*
Web and Multimedia Technology (WEB)
Web Site Development
Web/Multimedia Development
Welding*
Welding and Fabrication

TRANSFER PROGRAMS

Administration of Justice
Arts and Sciences
Biology
Business Administration
Chemistry
Community Health
Computer Science
Cybersecurity
Dance
Early Childhood Education/Early Childhood Special Education
Education
Elementary/Special Education
Engineering Science
English
Environmental Studies
Exercise Science and Health
Foreign Language
General Studies
Graphic Design
History
Human Services
Mathematics
Music
Paralegal Studies
Physics
Political Science
Psychology
Secondary Education, English
Sociology
Theater
Visual Arts

*Short-Term Training Programs (non-credit)