



Office of Admissions & Financial Aid
P.O. Box 9, Koror, Republic of Palau 96940 Telephone; 488-2470/2471 or 488-1657; FAX: 680-488-4468
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ADMISSIONS INFORMATION

Applicant Status:

1. **First Time** - An applicant who is enrolling at the college for the first time after graduating from high school/high school equivalent.
2. **Transfer** - An applicant who was enrolled in another accredited postsecondary institution.
3. **Unclassified (Non-degree)** - An applicant who is not seeking a degree but will earn grade(s) and college credit(s); he/she will have to declare a major after completing 12 required credits of particular program/major.
4. **Enrichment (Audit)** - An applicant who will take course(s) for personal enrichment purposes and will not earn grade(s) or college credit(s).
5. **Dual** - A selected high school junior or senior who wishes to earn college credits prior to high school graduation.

To complete the application process, the following required documents must be submitted to the Office of Admissions & Financial Aid.

1. **Admissions Application**

This form is available online at www.palau.edu and the Office of Admissions & Financial Aid.

2. **Application Fee**

A \$10.00 (US currency) non-refundable fee. Please make payment by check or money order payable to "Palau Community College". DO NOT SEND CASH.

3. **Transcripts**

Official transcripts from high school (GED or Adult) and/or college must be sent directly from each school to the above address. Transcripts sent via fax or email are not considered official.

NOTE:

Transfer Applicant – Submit college transcript if you completed 12 or more semester credits of college level courses. Submit course descriptions if you wish to have your college/university credits considered toward your major. If you earned less than 12 credits of college level courses, submit an official high school transcripts in lieu of college transcript.

Accredited by Accrediting Commission for Community and Junior Colleges (ACCJC) of the Western Association of Schools and Colleges (WASC)

AFFIRMATIVE ACTION POLICY:

It is the policy of PCC to comply with Federal laws which prohibit discrimination on the basis of race, color, national origin, marital status, sex, age or disability in its programs and activities, including students and applicants for admission to the College.

ENTRANCE REQUIREMENTS				CREDITS REQUIRED
MAJORS	DEGREE	TOEFL	CUMMULATIVE GPA	
SCHOOL OF ARTS & SCIENCES				
1. Agricultural Science (AG)	AAS and AS	AS = 500	2.0	62
2. Criminal Justice (CJ)~	AS	500	2.0	65
3. EDUCATION (ED)	a. Early Childhood (EDEC)	AS	500	2.0
	b. Elementary Education (EDEE)	AS	500	2.0
	c. Secondary Education (EDSE)	AS	500	2.0
	d. Special Education (EDSP)	AS	500	2.0
4. Environmental/Marine Science (ES)	AS	500	2.0	65
5. Liberal Arts (LA)	AA and ATS	500	2.0	65
6. Library & Information Services (LS)	AAS and AS	500	2.0	62/75
7. Nursing Career Ladder (NU)*	AAS and AS	AAS = 450; AS = 500	2.0	65/80
SCHOOL OF TECHNICAL EDUCATION				
8. Air Conditioning & Refrigeration (AC)	AAS	N/A	2.0	60
9. Automotive Mechanic Technology (AM)	AAS	N/A	2.0	65
10. Construction Technology (CT)	AAS	N/A	2.0	61
11. Electrical Technology (ET)	AAS	N/A	2.0	60
12. General Electronics Technology (GE)	AAS and AS	AS = 500	2.0	62
13. Small Engine & Outboard Marine Technology (SE)	AAS	N/A	2.0	62
SCHOOL OF BUSINESS				
14. Business Accounting (BA)	AS	500	2.0	66
15. Business Administration (BU)	AS	500	2.0	65
16. Information Technology (IT)	AS	500	2.0	68
17. Office Administration (OA)	AAS	N/A	2.0	65
18. TOURISM & HOSPITALITY (TH):	a. Food & Beverages (THFB)	AAS	N/A	2.0
	b. Hospitality Management (THHM)	AS	500	2.0
	c. Hotel Operations (THHO)	AAS	N/A	2.0
	d. Tour Services (THTS)	AAS and AS	AS = 500	2.0

NOTE I: Additional requirements for:

~ CJ applicants are required to submit drug test result and police clearance.

* NU applicants are required to submit a result of Physical exam within six months prior to admission, and have taken a Chemistry course (introductory level) with at least a grade of "C".

NOTE II: Descriptions of degree programs:

1. **Associate of Applied Science (AAS):** Completion of at least 60 semester credits of occupational and related general education courses.
2. **Associate of Science (AS):** Completion of at least 60 semester credits of occupational and related general educational courses.
3. **Associate of Arts (AA):** Completion of at least 65 semester credits of general education prior to transferring to a four-year college or university.
4. **Associate of Technical Studies (ATS):** Completion of at least 60 semester credits. Courses for this degree must be customized by a student and an advisor following the AA degree curriculum format.

NOTE III: TOEFL waiver or exemption only applies for those students that are non-native English speakers who attended institutions in English-speaking countries. Refer to page 28 of the 2008-2012 General Catalog for more information.



PALAU COMMUNITY COLLEGE
Office of Admissions & Financial Aid
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TRANSCRIPT REQUEST FORM

INSTRUCTIONS: Complete this form and send it directly to the last school you attended. The school then shall send an official copy of your school transcript directly to PCC Office of Admissions & Financial Aid.

To : **REGISTRAR**

Name of School last Attended

Please send a copy of my academic transcript showing the following to the address indicated above.

1. Date: withdrew, graduated, or will be graduating
2. Cumulative G.P.A.
3. Official School Seal
4. Signature of school official

Name: _____
(Print) Last First M.I.

Social Security No: _____

Date of Birth: _____

Mailing Address: _____

Birthplace: _____

Student's Signature: _____

Date: _____

Rev. 02/2009



Office of Admissions & Financial Aid

TENTATIVE ACADEMIC CALENDAR
(As of 01/2011)

SUMMER SESSION 2011

May 30 – June 3 (M – F)	Placement Testing	July 1 (F)	Last Day to Remove Incomplete Grades for Spring Semester
June 1 (W)	Holiday: ROP Presidents' Day	July 4 – 7 (M – TH)	Mid-Term Period
June 2 (TH)	Freshman Orientation	July 8 (F)	Holiday: Constitutional Day
June 6 – 9 (M – TH)	Academic Advising & Registration	July 15 (F)	Last Day for all withdrawals
June 13 (M)	First Day of Instruction	August 5 (F)	Last Day of Instruction
June 13 – 15 (M – W)	Credit by Examination Period	August 8 – 10 (M – W)	Final Examination Period
June 13 – 17 (M – F)	Late Registration/Drop & Add Period	August 12 (F)	Grades Due
June 17 (F)	Last Day to change to CR/NC and AUDIT Grading options	August 19 (F)	Last Day for Change of Grades

FALL SEMESTER 2011

August 1 (M)	Faculty Report for Duty	September 30 (F)	Last Day to Remove Incomplete Grades for Summer Session
August 8 – 12 (M – F)	Placement Testing	October 10 – 14 (M – F)	Mid-Term Period
August 11 (TH)	Freshman Orientation	October 21 (F)	Last Day for All Withdrawals
August 15 – 18 (M – TH)	Academic Advising & Registration	October 24 (M)	Holiday: UN Day
August 22 (M)	First Day of Instruction	November 24 (TH)	Holiday: Thanksgiving Day
August 22 – 24 (M – W)	Credit by Examination Period	November 24 – 25 (Th – F)	Students' Thanksgiving Break
August 22 – 26 (M – F)	Late Registration/Drop & Add Period	December 9 (F)	Last Day of Instruction
August 26 (F)	Last Day to change to CR/NC and AUDIT Grading options	December 12 – 14 (M – W)	Final Examination Period
September 5 (M)	Holiday: Labor Day	December 19 (M)	Grades Due
October 3 (M)	Holiday: Independence Day	December 26 (M)	Last Day for change of Grades

SPRING SEMESTER 2012

Jan. 2 (M)	Holiday: New Years Day	March 15 (TH)	Holiday: Youth Day
Jan. 3 – 6 (T – F)	Placement Testing	March 12 – 16 (M – F)	Student's Spring Break
Jan. 5 (TH)	Freshman Orientation	March 16 (F)	Last Day for all Withdrawals
Jan. 9 – 12 (M – TH)	Academic Advising & Registration	April 2 (M)	PCC Charter Day
Jan. 16 (M)	First Day of Instruction	April 6 (F)	PCC Charter Day Celebration
Jan. 16 – 18 (M – W)	Credit by Examination Period	May 4 (F)	Holiday: Senior Citizens' Day
Jan. 16 – 20 (M – F)	Late Registration/Drop & Add Period	May 11 (F)	Last Day of Instruction
Jan. 20 (F)	Last Day to change to CR/NC and AUDIT Grading options	May 14 – 16 (M – W)	Final Examination Period
Feb. 24 (F)	Last Day to Remove Incomplete Grades for Fall Semester	May 16 (W)	Graduates' Grade Due
March 5 – 9 (M – F)	Mid-Term Period	May 21 (M)	Grades Due
		May 25 (F)	Commencement Exercises
		May 28 (M)	Last Day for Change of Grades