

How to Apply Online

Testing A Crucial Step to Enrollment

Admissions Procedure...

Filling out your PBCC application through FACTS.org

TIP: Make an appointment to speak with an Academic Advisor. Call the advising office at the campus you plan to attend.

1

Go to a computer and complete FACTS application.

- Go to >> WWW.FACTS.ORG
- Click on APPLYING FOR COLLEGE and go under APPLY and select COLLEGE APPLICATIONS.
- Click on CONTINUE and select NEW USER? CREATE LOGIN ID AND PASSWORD if you do not have a FACTS login (if you do have a login, please enter your login information and password)
- Re-enter the same PASSWORD and press CONTINUE.
- Complete SECURITY PROFILE and press SUBMIT. If you do not want to submit information at this time press OK.
- Click on CHOOSE THE INSTITUTION TO WHICH YOU WANT TO APPLY.
- Choose PALM BEACH COMMUNITY COLLEGE.
- Click CONTINUE.
- Read and scroll down and click on I HAVE READ AND ACCEPT THE ABOVE.
- The application will appear and you may begin completing the application.

Tips: DO NOT place any commas, dashes or slashes between numbers. (Example 5615551212) Complete all information requested. System will prompt if item must be completed.

The last section of the application is the Florida Resident for Tuition Purposes Affidavit. Information provided will be used to determine a student's eligibility for the in-state tuition rate. Students must complete the affidavit information either with the online application or in person at any campus Admissions Office.

At least two of the following three documents dated or issued at least 12 months prior to the first day of the term will be used.

(Additional documentation may be required, including documentation from parent or guardian of dependent students.)

- Florida Voter Registration
- Florida Driver's License
- Florida Vehicle Number (VIN)

NOTE: If you do not have the above (e.g., driver license, etc.) Florida residency information with you, check FLORIDA RESIDENT under resident on the application. Select Not Applicable on the document types. You may verify your Florida residency at any campus Admissions Office with the appropriate documentation. **Florida residency verification must be established prior to the first day of the term.**

2

After submitting your application, print the displayed CONFIRMATION PAGE and wait for

conditions of admissions and residency letters listing the steps necessary to complete the admissions process.

Welcome to PBCC!

Online Application Procedure

Testing Information for the CPT, TABE and COMPASS

Before you can register for classes at PBCC, you will have to take a placement test which will determine if you are college ready. Don't worry! We have a network of support to help you study! And, if you have already taken the SATs, you can even skip this step!

Testing Centers

- PBCC at Lake Worth 561-868-3012
- PBCC at Belle Glade 561-993-1125
- PBCC at Boca Raton 561-862-4330
- PBCC at Palm Beach Gardens 561-205-5330

General Testing Procedures

You must show valid photo ID, know your student ID number and have an application on file to take any of these tests. Take the testing slip given to you by the Testing Center or an Academic Advisor to the Cashier's Office and pay the test fee. Take the paid receipt and your photo ID to the Testing Center when you are ready to take the test.

	CPT	TABE	COMPASS
What is the testing fee?	\$15.00	\$15.00	\$15.00
Do I need an appointment?	No *	No *	No*
What format is the test?	Computerized	Computerized	Computerized
Is the test timed?	No	Yes	No
How long is the test?	Approx. 1 - 2 hours	Approx. 1 - 3 hours **	Approx. 2 - 3 hours
When will I get the results?	Immediately	Immediately	Immediately
How often may I retest?	Every 30 days	Every 30 days	Every 30 days
What subjects are on the test?	Reading, English & Algebra	Reading, Language & Math	Listening, Reading & Grammar
How can I prepare for the test?	See Below	See Below	See Below

* Tests are available on a walk-in basis during operating hours and you must arrive early enough to complete your test by closing time.
 ** If you are taking the TABE, please inform the Testing Center staff of the program for which you are taking the TABE, as different programs require different versions of the TABE.

Preparing for your test CPT

- Use an SAT or ACT study guide – available at public libraries and bookstores.
- Use the Internet – check out some of the following websites for sample questions.
- You can order an Accuplacer study guide at:
 - www.accuplacertest.com
 - www.testprepresearch.com/accuplacer
- You can get sample questions for free at:
 - www.pbcc.edu/x4159.xml
 - www.huntington.edu/math/Accuplacer/index.htm
 - www.montgomerycollege.edu/Departments/AssessCtr/studyguide.htm
- Search the web for ACCUPLACER at:
 - www.google.com

TABE

Use a TABE study guide – available at public libraries and bookstores. Use the CPT websites listed above (there are no TABE websites available). You must see an Academic Advisor after testing. They will discuss remediation options with you.

COMPASS

Use a TOEFL study guide – available at public libraries and bookstores. You must see an Academic Advisor after testing. They will discuss remediation options with you.

Explore the possibilities

How to Search



What we offer

From >> www.pbcc.edu >> Areas of Study pre-majors / programs / program information sheets

How to apply for In-state tuition / Residency Information

>> www.pbcc.edu/admissions

How to Search for Classes

>> www.pbcc.edu > under Getting Started > Search for Classes

Schedule a tour! go online >> www.pbcc.edu/

Career Centers >> www.pbcc.edu/career.xml

Admissions >> www.pbcc.edu/admissions.xml

Financial Aid >> www.pbcc.edu/financialaid.xml

561.967.PBCC
7 2 2 2

866.576.PBCC
Toll-Free 7 2 2 2

College Information Center

BELLE GLADE
1977 College Drive

BOCA RATON
3000 Saint Lucie Avenue

LAKE WORTH
4200 Congress Avenue

PALM BEACH GARDENS
3160 PGA Boulevard

Welcome to Palm Beach Community College!

How do I get started at PBCC?

Step 1

Complete an application online at www.facts.org

Step 2

Take a placement test (depending on the program choice – see advising office at your campus). For more information see reverse side.

CPT / TABE / COMPASS / NSFI

Step 3

Sign up for and attend orientation

- Go to www.pbcc.edu
- Click on "PantherWeb" (upper left corner of the site)
- Enter your student ID number and PIN number
- Click on **Log On** or press **Enter**
- Look under the **Quick Links** list
- Click on **Orientation/Ed. Planning**
- If you have met all the requirements to attend, select a date
- Fill in required information
- Print out the admission ticket sent to your email address as a reminder
- Show up early for orientation

Step 4

Request all official transcripts (indicating that graduation requirements were met) from your high school or GED testing agency. Have transcripts sent from any college, trade school or universities that you have attended. You can verify that your transcript(s) has been received by PBCC online via PantherWeb.

Step 5

Apply for Financial Aid (if applicable) online at www.fafsa.ed.gov or call 1-800-4fedaid.

Step 6

Register for classes. For help with registering for classes, visit > www.pbcc.edu/RegistrationTips.xml or use Live Help on the registration site.

Step 7

All tuition and fees must be paid in full by the payment due date or your classes may be dropped. For questions regarding payment, contact financial aid or the cashier.

Lo Que Necesita Saber Acerca de Admisión y Matriculación

Primer Paso

Llene la solicitud por la red (internet) vía www.facts.org

Segundo Paso

Si le interesa obtener un título en PBCC y se graduó fuera de los Estados Unidos, tome nuestro examen de inglés (COMPASS). En cuanto se pase el COMPASS, presente el segundo examen de ingreso – el CPT (College Placement Test) – el cual incluye matemáticas. Si se graduó en los Estados Unidos, puede presentar el CPT sin el COMPASS. En lugar del COMPASS se acepta el TOEFL o el MICHIGAN, y en lugar del CPT se acepta el SAT o ACT si se tomó dentro de los últimos dos años. Si asistió a la universidad y tomó clases de inglés y/o matemáticas con notas satisfactorias, puede mostrar prueba de haberla(s) pasado para identificar si es necesario presentar los exámenes mencionados. Si le interesa obtener un certificado en vez de un título, la mayor parte de nuestros certificados requieren el examen TABE (Test of Adult Basic Education) en vez del COMPASS y el CPT.

Tercer Paso

Si nunca ha asistido a una institución pos-secundaria, es mandatorio que asista a una orientación. Se puede registrar para la orientación vía:

- www.pbcc.edu
- <<Prospective Student
- <<New Student Orientation
- Conteste las preguntas y escoga la fecha que le convenga
- Imprima la página que le manden a su correo electrónico para entrar a la orientación
- Llegue temprano el día de la orientación

Cuarto Paso

Solicite un expediente académico oficial de la escuela secundaria o del GED. De igual forma, expedientes académicos son requeridos de instituciones pos-secundarias.

Quinto Paso

Usted puede aplicar para recibir ayuda financiera (si es aplicable) vía la Internet en www.fafsa.ed.gov o llamando al 1-800-4fedaid

Sexto Paso

Para obtener información (horarios y descripciones) sobre las clases que se ofrecen en PBCC, consulte www.pbcc.edu/pantherweb. Escoja Class schedule by term>> para ver los horarios. Escoja >Course descriptions> para ver las descripciones. También se puede matricular vía esta página utilizando su número estudiantil y su número de identificación personal (PIN). Para ayuda con los pasos de matriculación, visite la página www.pbcc.edu/registrationtips.xml PBCC recomienda que consulte un consejero antes de matricularse por primera vez, y luego cada semestre.

Séptimo Paso

Pague sus clases antes de la fecha de vencimiento notada en su horario de clases. En cuanto se paguen, puede adquirir su tarjeta estudiantil en la librería del colegio. También, debe obtener su permiso de estacionamiento en la oficina de seguridad.

¡Comience a construir su futuro en PBCC!

Sa Ou Dwe Konnen De Admisyon Ak Enskripsyon

Premye pa

Konplete yon aplikasyon sou entènèt nan www.facts.org

Dezyèm pa

Pran yon egzamen plasman (Ale nan biwo Konseye nan Kampous ou a pou ka konnen ki egzamen pou pran). Pou Plis enfòmasyon vire lòt bò papye a.

Twasyèm pa

Siyen pou ou kapab asiste yon oryantasyon.

- Ale nan www.pbcc.edu
- Klike sou "Prospective Student"
- Klike sou "New Student Orientation"
- Si ou ranpli tout kondisyon yo, chwazi yon dat pou ou vini nan oryantasyon.
- Mete enfòmasyon que yo mande ou yo.
- Enprime tikè admisyon ke yo voye ba ou nan (E-mail-la) adrès elektwonik la.
- Vini ale nan oryantasyon an.

Katryèm pa

Mande lekòl segondè ak ajans ki bay egzamen GED a pou yo voye relve nèt ou bay PBCC. Si ou te pase nan kolèj ak lekol vokasyonel fè yo tout voye relve nèt ou bay PBCC. Ou kapab ale sou entènèt pou ka wè si PBCC resevwa relve nèt ou yo.

Senkyèm pa

Ranpli fom pou èd finansye sou entènèt nan www.fafsa.ed.gov ou byen rele 1-800-4fedaid.

Sizyèm pa

Anrejistre pou Klas. Si ou bezwen èd pou anrejistre pou Klas, visite www.pbcc.edu/registrationtips.xml ou byen itilize sèvis yon endividi nan admisyon an.

Setiyèm pa

Tout frè pou Klas yo ak lòt detay fèt pou peye an antye (Konpletman) nan dat limit ke yo bay la. Si ou pa peye tout sa ou dwe yap elimine tout Klas ou yo. Si ou genyen kesyon konsènan peman, kontakte biwo èd finansye ou byen biwo ki touche lajan an.

Expect More.