COUNSELING and ADVISEMENT

Manatee Community College has a sincere desire to assist all interested students in gaining sufficient information necessary to determine what classes should be taken for their individual degree program.

In addition to the College Catalog and class schedules, the College's counseling staff is available to you. MCC has made them accessible during both day and evening hours on either campus. Whether you use this resource or not is your choice. In any case, they are at your disposal for an information resource. The classes you enroll in are your choice and responsibility.

Whether you self-advise or make use of the counseling staff, be sure you follow what the catalog states for your individual degree program. Do not go by what someone in the military told you, what you thought, what you heard, or what a friend has stated. When certifying enrollments for veterans/dependents, this office can only go by the MCC Catalog that was current at the time of your first enrollment. If you have consecutively missed two major semesters then you will follow the catalog that was current at the time of your re-admission.

ITEMS YOU MUST KNOW!

PRIOR MCC CREDIT: All prior MCC credit will be evaluated for possible use in your degree program even if your credits were earned prior to entering the service.

TRANSFERRING STUDENTS: If you ever attended another college you must have your transcripts sent to Manatee Community College from ALL colleges and universities attended, and they must be evaluated by MCC-Bradenton, Registrar’s Office. The Veterans Administration has the right to stop all benefits if MCC cannot inform them of your previous credit. CAUTION!!! Do not take any classes similar to what you have taken in the past and earned a “C” or better. If your prior credit transfers in and you have repeated the class, the VA will want the money they paid you returned to them.

Once you have earned an A. A. degree, some universities may still require additional courses at MCC before you can transfer. If this is your situation, you must do the following:

- You must apply for admission to the senior institution and the senior institution will evaluate your MCC transcript.
- The senior institution will then issue a typed letter (submit to the Certifying Official in the Financial Aid office) on school letterhead or on a specified form designed by the senior institution and signed by the registrar, academic dean, or V. A. certifying official that specifies:
  - Have your name stated for whom the certification is being made.
  - The listing of specific unit subjects required; by course code, number, and title.
  - Full credit will be granted for those courses upon transfer.
  - The courses will be accepted in partial fulfillment of graduation requirements for the bachelor degree.

The College's commitment is to serve you, the student, and this form is to insure that you are aware of our commitment to you.

Signature of Acknowledgment  MCC G#  Date