

Adult High School Diploma Program

At Mt. Hood Community College

It's never too late to finish!

Whether you're high school aged and need something different, or in your 40s looking to make a change, our Adult High School Diploma program may be for you! Here's how to start the process:

- 1) Drop off **official transcripts** from your previous high school to our office, located in AC1162. Official transcripts must be in a sealed envelope.
- 2) Attend a mandatory **Information Session**.
- 3) **Apply for admission** to MHCC by completing the admissions process. You can access our [online application](http://www.mhcc.edu/admissions/) at www.mhcc.edu/admissions/. From there, click on "Admissions Application", then "General Admission Application".

If you're not sure if you already have an ID#, please call 503-491-7421

- 4) Complete the following **intake paperwork** and bring it with you to your intake meeting.

Please arrive on time. If you are more than 10 minutes late to your appointment, it will be canceled and you will need to reschedule.

Have questions or need more information? Feel free to contact us!

Phone: 503-491-7421

Email: HighSchool.Services@mhcc.edu

Office Hours: Monday-Friday, 8:00 am – 5:00 pm in room 1162 on the Gresham Campus (located to the right of the Bookstore).

Adult High School Diploma Program Release and Responsibilities

RELEASE OF INFORMATION

Under the Family Educational Rights and Privacy Act (FERPA) of 1974, your rights are protected as a student who is attending MHCC. **The college cannot give out any information about your attendance or progress without your written consent.** The only information the college can give out without your permission is that you are registered at MHCC. The student gives permission to MHCC to release information related to academic records, registration and financial records to the following individuals:

Name: _____ Relation: _____

Name: _____ Relation: _____

No one at this time.

STUDENT RESPONSIBILITY

By signing below, I acknowledge that I received the *AHSD Student Handbook*. I also understand that I am responsible for understanding and abiding by the expectations contained in the handbook.

Printed Name: _____

Signature: _____ Date: _____

FINANCIAL RESPONSIBILITY

I acknowledge that unless indicated on the Release of Compulsory Attendance form, I am financially responsible for any and all costs associated with the completion of my diploma. I understand that if I drop a course(s) after the refund date, or do not pass a course(s), I will still be responsible for paying for the course(s).

Furthermore, I understand that past due balances will prevent me from registering until the charges are paid in full. If the charges are unpaid after 60 days, the bill may go to collections.

Printed Name: _____

Signature: _____ Date: _____

AHSD Intake Form

Please fill this out as best you can and bring it to your intake appointment.

Academic Planning

I have thought about what will be next for me after completing my diploma. My ideas are: *(for example, college, military, work, travel, etc.)*

The strengths and skills I have that will help me reach my goals are:

Possible challenges that could prevent me from completing my diploma:

Career Planning

Please describe your employment situation *(for example, working, looking for work, don't need to work now, etc.)*

What kind of career are you interested in?

Do you know what education and/or training you will need in order to prepare for this career? If so, please explain. If not, what do you need to find out?

Are you the first in your family to:

Complete your High School Diploma

Y

N

Go to College

Y

N

Support & Resources

Would you like assistance with any of the following?

- | | |
|---|---|
| <input type="checkbox"/> Creating or updating my resume | <input type="checkbox"/> Job search |
| <input type="checkbox"/> Interview preparation | <input type="checkbox"/> Career exploration |
| <input type="checkbox"/> Volunteer opportunities | <input type="checkbox"/> Internship opportunities |
| <input type="checkbox"/> Organization | <input type="checkbox"/> Time management |
| <input type="checkbox"/> Personal counseling | <input type="checkbox"/> Test-taking |
| <input type="checkbox"/> Note-taking & study habits | <input type="checkbox"/> Writing |
| <input type="checkbox"/> Academic tutoring in: _____ | <input type="checkbox"/> Nothing at this time |
| <input type="checkbox"/> Other: _____ | |

Would you like information on any of the following MHCC programs?

- | | |
|--|---|
| <input type="checkbox"/> Administrative Office Professional | <input type="checkbox"/> Automotive Technology |
| <input type="checkbox"/> Basic Health Care | <input type="checkbox"/> Business Administration & Management |
| <input type="checkbox"/> Child Development & Early Education | <input type="checkbox"/> Computer Game Development |
| <input type="checkbox"/> Computer Information Systems | <input type="checkbox"/> Cosmetology |
| <input type="checkbox"/> Cybersecurity & Networking | <input type="checkbox"/> Dental Hygiene |
| <input type="checkbox"/> Engineering | <input type="checkbox"/> Fisheries Technology |
| <input type="checkbox"/> Funeral Service Education | <input type="checkbox"/> Hospitality & Tourism Management |
| <input type="checkbox"/> Integrated Media | <input type="checkbox"/> Integrated Metals (welding, machine tool) |
| <input type="checkbox"/> Medical Office Specialist | <input type="checkbox"/> Mental Health, Social Service, & Addictions Counseling |
| <input type="checkbox"/> Natural Resource Technology | <input type="checkbox"/> Nursing |
| <input type="checkbox"/> Practical Nursing | <input type="checkbox"/> Physical Therapist Assistant |
| <input type="checkbox"/> Respiratory Care | <input type="checkbox"/> Surgical Technology |
| <input type="checkbox"/> Sustainability, Health, and Safety | <input type="checkbox"/> Wilderness Leadership & Experiential Education |
| <input type="checkbox"/> Transferring to another College | <input type="checkbox"/> General Studies Degree |
| <input type="checkbox"/> Other: _____ | |

Have you in the last 5 years: this is voluntary

- | | |
|--|--|
| <input type="checkbox"/> Received assistance from DHS | <input type="checkbox"/> Received WIC |
| <input type="checkbox"/> Been homeless | <input type="checkbox"/> Received SNAP (food stamps) |
| <input type="checkbox"/> Received low or affordable housing | <input type="checkbox"/> Received TANF |
| <input type="checkbox"/> Used a foodbank or been food insecure | <input type="checkbox"/> Other: _____ |