



## INDUSTRIAL MAINTENANCE

### Admission Information and Next Steps

#### APPLICATION PROCESS

##### Program Application Dates and Campus Locations:

- Fall applications may be submitted starting September 1, 2009 for the fall 2010 semester.
- Spring applications may be submitted starting January 16, 2010 for the spring 2011 semester.

| Semester    | Campus  | Program Application Deadlines |
|-------------|---------|-------------------------------|
| Spring 2010 | Madison | January 15, 2010*             |
| Fall 2010   | Madison | August 31, 2010*              |
| Spring 2011 | Madison | January 15, 2011*             |

\*This program typically forms a waitlist. While the college will accept applications for this program up to this deadline, students applying this late will typically be admitted to the waitlist.

##### How to apply for a program:

Fill out the [Online Application Form](#) and submit the \$35 fee (\$30 application fee and \$5 processing fee) payable by credit card, debit card or electronic check by the [application deadline](#). For a paper copy of the application, contact the Enrollment Center at (608) 246-6210 or (800) 322-6282 Ext. 6210

##### Required documents for this program:

The following materials must be on file at Madison College in order to have a complete application.

1. Completed Application form
2. One of the following:
  - a. Official high school transcripts \*
  - b. Official GED/HSED transcripts \*
  - c. Official college transcripts showing an Associate Degree, Bachelor's Degree, or higher degree\*
  - d. A completed COMPASS test may be substituted in place of high school or HSED transcripts

\* If high school, GED/HSED and/or college transcripts are on file at Madison College, they do not need to be submitted again. Contact the Enrollment Center at (608) 246-6210 or (800) 322-6282 Ext. 6210 to verify that transcripts are on file.

To obtain transcripts, contact the High School the student graduated from or, the GED/HSED Testing Center, and all Post-secondary Institutions attended and request an official transcript be sent directly to Madison College.

## **PROGRAM WAITLIST INFORMATION**

- 1) Students are admitted by application complete date into the program until we reach capacity. At that point, students are admitted onto a waitlist. The later you apply the greater chance you have of being placed on the waitlist.
- 2) Pay the \$50 advance reservation deposit to be placed on the wait list. This fee applies towards tuition upon registration into classes when you are admitted into the program.
- 3) For students admitted to the waitlist, the wait is one to two semesters. Students are admitted from the waitlist in both fall and spring semesters.

## **FINANCIAL AID**

Begin the 2009-10 Financial Aid process online by completing the Free Application for Federal Student Aid at the [FAFSA](#) website. Madison College's School Code is 004007. To get an early estimate of Financial Aid eligibility, visit the [FAFSA Forecaster](#). The [FAFSA Tutorial](#) is available for help with filling out the FAFSA application. The 2010-11 Financial Aid process will be available starting January 1, 2010, and will require the completion of 2009 tax returns.

## **ASSESS SKILLS FOR PROPER COURSE PLACEMENT**

### **COMPASS (Computer-Adaptive Placement Assessment and Support System)**

This is an untimed test which is taken on a computer. The purpose of this test is to assess the student's current academic skills. The test results are used for advising purposes to help students register for the appropriate level courses. Testing is available at the Commercial Avenue Education Center; no appointments are necessary. Please see the testing schedules. For questions, please call the Assessment Center at (608) 246-5220.

See COMPASS testing information, study guides and schedules at [COMPASS](#) website.

## **CREDIT FOR PRIOR LEARNING**

Credit for prior learning (advanced standing) may be granted toward the completion of a particular degree/diploma. The total for all forms of credit for prior learning (advanced standing) cannot exceed 75 percent of the credits required for graduation.

Download the [Credit for Prior Learning form](#) (PDF, 169 KB) to submit a transfer credit request to the Enrollment Center.

## **PROGRAM ORIENTATION AND REGISTRATION**

Orientation & Registration at Madison College is designed to provide a welcoming and engaging program that prepares the student to feel confident with the registration process, recognize whether any refresher or summer courses are needed, and provide the student with the resources to access more information throughout the months before classes begin.

The student will receive a letter from Madison College providing orientation information, dates, times and next steps.

**APPROXIMATE PROGRAM COST**

| <b>Semester</b> | <b>Tuition</b> | <b>Other</b> | <b>Total</b> |
|-----------------|----------------|--------------|--------------|
| 1st Semester    | \$1,850        | \$350        | \$2,200      |
| 2nd Semester    | \$1,850        | \$200        | \$2,050      |
| 3rd Semester    | \$2,100        | \$1,000      | \$3,100      |
| 4th Semester    | \$2,300        | \$650        | \$2,950      |



**CONTACT INFORMATION:**  
**Center for Construction, Manufacturing, Apprenticeship & Transportation**  
**(800) 322-6282 Ext. 6282 or (608) 246-6102**  
**CMAT@matcmadison.edu**