



MANUFACTURING READINESS ADMISSIONS CHECKLIST

☐ 1.) Apply to Lorain County Community College

- Application can be found in this packet or at www.lorainccc.edu/admissions (**There is no fee**)
- Sign Release of Information Waiver

☐ 2.) Create a MyCampus Account upon receiving your Student ID number in the mail/email

- Go to www.lorainccc.edu/mycampus, click on "Create Password", and enter requested information
- Complete New Student Online Orientation and College Student Inventory (see links in MyCampus)

☐ 3.) Arrange to have transcripts sent to LCCC

Have official high school or GED transcript sent to: LCCC Attn: Carrie Delaney, 1005 N. Abbe Rd., Elyria, OH 44035

Have ALL official college transcripts sent to: LCCC Attn: Carrie Delaney, 1005 N. Abbe Rd., Elyria, OH 44035

If you have previous college experience, sign a Transcript Evaluation Request Form that can be found in in this packet

☐ 4.) Are you unemployed or under-employed? Contact OhioMeansJobs Lorain County (Optional)

- Contact the OhioMeansJobs Lorain County office at 440-284-4227 to express interest in the Right Skills Now CNC program; a Workforce Development Specialist will work with you to review if you may be eligible for services and potential funding.

☐ 5.) Register and take the National Career Readiness Certificate (NCRC) WorkKeys Assessment

- Scoring level of 3-Bronze Level or above on each of the three assessment areas: Applied Math, Locating Information, Reading for Information is needed for entrance into to program
- The cost for the WorkKeys Assessment is \$45. If you are eligible for services through OhioMeansJobs (OMJ) you can arrange to take the assessment there at no cost; please contact your Workforce Development Specialist at 440-284-4227. Other students can register online and pay at the following link: <http://www.lorainccc.edu/testingservices>. See enclosed sheet for more details.

☐ 6.) Drug Screen

- Admission into the program is dependent on completing a Drug Screen. If you are eligible for services through OhioMeansJobs, the Drug Screen cost is the responsibility of the student (unless you are using TRA funding-in this case TRA will cover the cost of the drug screen). If you are self-pay or using financial aid, the costs incurred by the Drug Screen are your responsibility. See enclosed sheet for details.

☐ 7.) Register for Manufacturing Readiness Training Program with Carrie Delaney-Advisor (440-366-4726)

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