



North Hennepin  
Community College

# Paralegal Program Admission Request

Admissions and Outreach Office  
North Hennepin Community  
College 7411 85<sup>th</sup> Avenue North  
Brooklyn Park, MN  
55445 763-424-0724  
[admission@nhcc.edu](mailto:admission@nhcc.edu)

**INSTRUCTIONS:** If you have not done so, the following steps must be completed prior to submitting this admission request:

- 1. Apply to North Hennepin Community College**  
You must be accepted for admission at NHCC in order to be admitted into the paralegal program. Applications are available at [www.nhcc.edu/apply](http://www.nhcc.edu/apply).
- 2. Submit official transcripts**  
Official transcripts from institutions outside of the Minnesota State (MnSCU) system should be submitted with this form if they are not already on file at NHCC. NHCC will be able to access Minnesota State (MnSCU) transcripts automatically with your application.
- 3. Meet with the Paralegal Program Advisor**  
Call the Advising Center to schedule your appointment with Maria Yang: 763-424-0703

**Student Information:**    New (First-Time) Student    Current NHCC Student    Transfer Student

**Are you a PSEO student?**    Yes    No

Name: \_\_\_\_\_ NHCC Student ID #: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

**NHCC Program Major Preference:**    Paralegal AS Degree    Paralegal Certificate

Previous College or University	Previous Degree Earned (circle):	Grad Year	Transcript Submitted
	NONE AA AS AAS BACH MAST PhD		Yes No E-transcript
	NONE AA AS AAS BACH MAST PhD		Yes No E-transcript

\*Please list additional schools on back\*

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Criminal Offense Notice

If you have been arrested, charged, or convicted of any criminal offense, you should investigate the impact that the arrest, charge or conviction may have on your chances of employment in the field you intend to study or your chances to obtain federal, state, and other higher education financial aid.

<b>FOR OFFICE USE ONLY:</b>	Date Received: _____
<input type="checkbox"/> Based on review of official transcripts, this student meets the requirements for admission into the <b>Paralegal AS Degree</b> .	
<input type="checkbox"/> Based on review of official transcripts, this student meets the requirements for admission into the <b>Paralegal Certificate</b> .	
Admissions Signature: _____	Date: _____ Acceptance Letter Sent: _____