

# ALPENA

## COMMUNITY COLLEGE

# Alpena Community College Application for Housing College Park Apartments

Please note this is a preliminary application and gives no lease or rental rights.  
Items in bold type are required. Please type or print in dark ink.

**Name:** \_\_\_\_\_  
Last Name First Name Middle Initial Suffix Maiden Name

**(Please provide full legal name — for identification purposes only.)**

**Gender:**  Male  Female **Date of Birth:** \_\_\_\_\_  
Month Day Year

**Marital Status:**  Single  Married  Divorced  Separated  Widowed

**Program of Study:** \_\_\_\_\_ Associate Degree Certificate Bachelor Degree

**Academic Year Applying for:** \_\_\_\_\_

**Do you have preferred roommates?** Yes (please list below) No

**Current Address:** \_\_\_\_\_  
Street City State/Province Zip Code

**How long have you lived at this address (months, years)?** \_\_\_\_\_

**Country:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_ **Home Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Admissions Status:**  New, First Time Student  Dual Enrollment  Guest Student  
 International  Re-admission  Transfer from in state  
 Transfer from out of state

**Citizenship:**  U.S. Citizen  Resident Alien  Non-Resident Alien

**Emergency Contact Person:** \_\_\_\_\_ Spouse Parent/Guardian Child Other

**Emergency Contact Phone:** \_\_\_\_\_

Students applying to live in College Park Apartments must access and submit a criminal background check from the Michigan State Police (ICHAT). Print and submit your results to the Academic & Student Affairs Office. Directions for obtaining the background check are below.

1. Access the following website: <https://apps.michigan.gov/ichat/home>.
2. If this is your first time using the Internet Criminal History Access Tool (ICHAT), please select "Register"; otherwise select "Login" and proceed with Step 3. If you choose "Register" please complete the required fields and "Save". An activation link will be sent to your email. Retrieve this email and activate your account.
3. Once you have logged into your account choose the Background Search tab and complete the required fields. Choose "Submit".
4. The background search is performed and "Your Order" box appears on the screen. Choose checkout to pay for the results, retrieve the results and print the results. Results will NOT be mailed to you.

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### Alpena Community College is a drug, tobacco, and alcohol-free campus.

**Students living in College Park Apartments will be required to follow ACC's policies on drugs, tobacco, and alcohol.**

Please initial the following statements to indicate your acknowledgment and agreement.

- \_\_\_ I understand that Alpena Community College is a drug, tobacco, and alcohol-free campus.
- \_\_\_ I agree to follow ACC's policies on drugs, tobacco, and alcohol while living in College Park Apartments.
- \_\_\_ I understand that if I do not follow ACC's policies on drugs, tobacco, and alcohol, disciplinary action will be taken.
- \_\_\_ I understand that if I do not follow any of ACC's policies, disciplinary action will be taken.

#### BACKGROUND INFORMATION:

**Have you ever been sanctioned by ACC or any other higher education institution for a disciplinary incident?**     Yes     No

If yes, please list dates, violations, sanctions, and institution where incident occurred:

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I certify that the information on this application is accurate and complete and I acknowledge that inaccuracies and/or omissions may be the basis of immediate cancellation of my application. Alpena Community College has the right to investigate and verify my income, references, and criminal background. Individuals living on ACC's campus agree to comply with all ACC policies and procedures while using College facilities and while on the College campus. The College may deny housing to individuals failing to comply with College policies and procedures.

**Alpena Community College is a drug, tobacco, and alcohol-free campus. Students living in College Park Apartments will be required to follow ACC's policies on drugs, tobacco, and alcohol.**

My signature verifies that the information above is true and accurate, and that I agree to follow ACC's policies.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

(If applicant is under the age of 18)

Please complete and return this form to the ACC Academic & Student Affairs Office in Van Lare Hall 109.

The College policies and practices for admission, employment and activities comply with requirements of Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendment of 1972, Section 504 of the Rehabilitation Act of 1973 as amended, the Age Discrimination in Employment Act of 1967 (ADEA), the Americans with Disability Act (ADA) of 1990 and the ADA Amendments Act of 2010; Title II of the Genetic Information Nondiscrimination Act of 2008. The College does not discriminate on the basis of race, color, religion, national origin, gender, sex, age or disability. The College practices and policies also comply with the Michigan Persons with Disabilities Civil Rights Act (PDCRA) and the Michigan Elliott-Larson Civil Rights Act (ELCRA) which prohibits discrimination in hiring based on age, height, weight and marital status and familial status in addition to race, color, religion, sex (which includes pregnancy) and national origin.

INTERNAL USE ONLY

DATE RECEIVED: \_\_\_\_\_