Vaughn College of Aeronautics and Technology is dedicated to providing a distinctive education to a diverse population of students. Our mission is to create an environment that cultivates personal growth and leadership in preparation for successful careers.

ONLINE APPLICATION INSTRUCTIONS

Please provide all information requested on this application and return. Read all instructions carefully before completing the enclosed forms. Note: Some programs may have additional requirements (e.g. aircraft operations).

Admission Options

Freshman Applicants—Students who have completed or expect to complete a high school diploma, GED or obtain the equivalent of a US high school diploma can apply as freshmen for either the fall, spring or summer semesters.

Freshman or Transfer/Higher Education Opportunity Program (HEOP) Applicants—Admission to HEOP is reserved for New York state residents only. Admission is based on academic and income criteria. As a rule, admission to this program is open to a limited number of freshmen. Summer enrollment prior to beginning the freshman year is mandatory. Admission of transfer students is on a space-available basis. Students transferring into HEOP must have participated in a HEOP, EOP or SEEK program at the institution previously attended.

Transfer Applicants—Students, domestic or international, who have completed post-secondary coursework at an accredited college or university, within or outside the United States, upon completion of secondary school, can apply for either the spring, summer or fall semesters.

Applicants for Re-Entry—Vaughn College of Aeronautics and Technology students who have not been in attendance for one semester or more are required to apply for re-entry. Students applying for readmission will be expected to state their reasons for leaving the college, and explain why they desire to return. Official transcripts of college-level courses taken during this period of absence from the College must be submitted with the application for readmission.

The application for re-entry is available only from the office of the registrar, 718.429.6600 ext. 212, and must be returned with a $40 application fee. Such students can apply for the fall, spring or summer semesters.

Non-matriculated (non-degree) Applicants—Students who may or may not be enrolled at other institutions, but wish to take courses at the College are welcome to enroll in the fall, spring and summer semesters. Such students must meet the minimum requirements for admission.

The Application Process

The College requires each applicant to submit the appropriate documents listed below. It is your responsibility to ensure that the documents needed to complete your application are submitted in a timely fashion.

The Application for Admission Application fee—A $40 (US dollars) non-refundable fee, payable to the College, in the form of a personal bank check or money order, is required of each applicant. This fee may be waived with an official fee waiver from your school’s college administrator.

High School Transcripts—A record of all academic work completed at the time of application is required. This report should include certified records of any national examinations required for completion of secondary education (e.g. CXC, GCE, “O” and “A” level, IB, French Baccalaureat, Maturita, Bagrut, Abitur, etc.) outside the US.

Immunization—Appropriate immunizations as required by New York state are required of all students (two measles, one mumps and one rubella). Please consult an admissions counselor should you need any of these immunizations.

Mid-Year Grades—First-semester, senior-year grades can be important to the admission or scholarship decision. Be sure to ask your guidance office to submit them once they are available.

Final Transcripts—All offers of admission made by the College are contingent upon receipt and review of final high school transcripts, including evidence that you completed your secondary education as well as appropriate immunizations as required by New York state.

College Transcripts—Are required of all applicants who have attended another college or university. Official transcripts noting any degrees earned from each institution you attended must be filed with the office of admissions. Transfer students who have completed their education in the US and earned in excess of 24 semester hours of credit following completion of the high school diploma are not required to submit high school transcripts. In addition, international students who attended college outside the US must submit their transcripts for evaluation to: World Education Services at P.O. Box 5087, Bowling Green Station, New York, NY 10274-5087. Phone: 212.966.6311. Evaluations must be forwarded to the office of admissions.

Letters of Recommendation—Though not required, letters of recommendation can add to the strength of any application, especially in the scholarship review process.

Standardized Tests—Official results of the Scholastic Assessment Test (SAT I) or the American College Test (ACT) are required for students applying to all bachelor degree programs. Vaughn College’s SAT code is 2001, and the ACT code is 2699.

TOEFL—Official results of the Test of English as a Foreign Language (TOEFL) must be submitted by all applicants from countries where English is not the official language of instruction. A minimum score of 550 on the paper exam is required for admission consideration or 213 on the computer-based format or 80 on the Internet-based format. Students who fall below this range will be required to complete an intensive English language program.

International Applicant’s Affidavit of Support—All international students requiring a form I-20/I-20AB in order to apply for an F-1 student visa must complete this application, along with the College’s International Application Supplement. This application supplement, along with instructions and the College’s International Student Guide can be obtained by contacting the office of admissions, or on the College’s website, www.vaughn.edu. An application from a student requiring Form I-20/I-20AB issued by the College will not be considered complete unless the International Application Supplement, along with all required supporting documentation, have been submitted to the office of admissions. All credentials must be submitted in English. All translations must be certified and accompanied by notarized copies of the original document(s) as well. No international application will be reviewed without a $40 application fee. This fee will not be waived under any circumstances.

Application Deadlines—The office of admissions reviews applications on a rolling basis, and all applications will be considered at the time they are received. To take full advantage of scholarship opportunities, the College recommends applying for the fall and summer semesters by March 1, and the spring semester by November 15.

continued →
### Programs of Study

#### BS — Bachelor of Science Degree Programs

**Engineering—Mechatronic Curriculum**
The bachelor of science in engineering focuses on mechatronics and is the study of the synergistic use of mechanical, electronic, and computer engineering to produce “smart” products from the Mars Rover to a desktop printer. Identified by Massachusetts Institute of Technology (MIT) as one of 10 emerging technologies most likely to be highly influential in the near future, Vaughn is one of the only colleges in New York to offer this in-demand degree. The rigorous program has several objectives: It will provide a link between academia and industry; it will provide students with knowledge and experience in analytical, computational and experimental methods with an ability to evaluate these approaches for use in practical situations, and it will introduce students to reliability and safety analysis of engineering components that exhibit precise performance. Core courses include a strong foundation in electrical and mechanical engineering. Then students will choose electives in engineering analysis and design, computer programming and digital control systems, etc. In the last four semesters of the program, graduates will work on design projects posed by members of Vaughn’s advisory council.

**Electronic Engineering Technology—Avionics Option**
The major course component of the avionics option has been developed to provide students with proficiency in sophisticated aviation electronics systems found on board commercial, corporate and private aircraft.

**Electronic Engineering Technology—General Electronics Option**
The BS program in general electronics is designed to cater to the need of electronic professionals with varying roles from technician to technologist in the various electronic and related industries in the New York tristate area.

**Mechanical Engineering Technology—Aeronautical Option**
This degree has been developed to offer students a solid foundation in the use of computers in math, science and the graphic arts. Graduates will find their skills applicable to such fields as construction, architecture and aeronautics, graphic design and advertising.

**Mechanical Engineering Technology—Computer-Aided Design Option**
This degree option stresses the fundamentals of science and technology with an emphasis on 3-D graphics using CATIA software for the design and analysis of structures.

**Airline Management**
Graduates of this program will be able to secure entry-level to mid-level management positions with airlines. The program includes general, aviation and airline management courses.

**Airport Management**
The field of airport management is a unique discipline with its roots in general business, but driven by the high-tech world of aviation and transportation. Students of this program will concentrate on subjects as diverse as wildlife hazards, ecosystem management, airfield safety and emergency planning and control.

**General Management**
This program is targeted toward meeting a need across a broad spectrum of industries for qualified managers who have generalized training in their profession.

**Aircraft Operations (Flight)**
This degree has been developed to provide students proficiency in all areas of pilot skills up to the certified flight instructor level.

**Aeronautical Sciences**
The program is designed to provide students with a broad perspective in the field of aeronautical sciences including foundation training in areas such as flight dispatch, air traffic control and airfield operations, potentially leading to a career in airport management.

**Aviation Maintenance**
This degree has been developed to provide students with the entry-level technical skills required by the aviation transport industry, corporate aviation divisions and the general aviation community.

**Aviation Maintenance Management**
The program provides the education and training necessary to prepare men and women to assume leadership and management roles in aviation maintenance.

#### AAS — Associate of Applied Science Degree Programs

**Aeronautical Engineering Technology**
This program stresses the fundamentals of engineering technology and science. This major has been designed primarily as a transfer program, although graduates will be prepared to enter industry as engineering technologists.

**Electronic Engineering Technology—Avionics**
This degree program provides the technical foundation to prepare graduates for entry-level employment in the field of electronic technology and related technologies. Avionics encompasses electronic communication, navigation, surveillance and flight control systems.

**Animation and Digital Technologies**
This AAS degree has been developed to provide students proficiency in computer-aided design, graphic imaging and animation.

**Airport Management**
The associate degree is intended to prepare students to work in airports and related or client businesses.

**Aircraft Operations (Flight)**
This program is intended for students with minimal or no flight time. Upon completion of this program, students obtain the Federal Aviation Administration (FAA) Private Pilot Certificate, Instrument Rating and Commercial Pilot Certificate.

**Aviation Maintenance**
This course of study qualifies graduates to enter general, corporate or airline aviation as maintenance and overhaul technicians or to assume positions in aircraft manufacturing or related industries.

#### AOS — Associate of Occupational Studies Degree Program

**Airframe and Powerplant Technology**
This program is designed for students who wish to concentrate on the mechanical skills involved in airframe and powerplant maintenance operations. It is approved by the Federal Aviation Administration (FAA) as preparation for the airframe and powerplant (A&P) certificate.

**Non-Degree Option**

**Air Traffic Control—Collegiate Training Initiative**
This program is a partnership between the Federal Aviation Administration (FAA) and Vaughn College, designed to provide the academic preparation necessary for students interested in air traffic control careers. This program can be added to all non-technical degree programs.

**Aircraft Dispatcher License Training Program**
Vaughn College, in collaboration with ATAC, is offering a flight dispatch program in which students earn 12 credits and qualify to sit for the Federal Aviation Administration’s (FAA) Aircraft Dispatcher certificate. The 12 credits can be applied toward Vaughn’s bachelor of science degrees in flight operations, airport management and general management.
ADMISSIONS CHECKLIST

Keep this page for your reference

Please use this checklist as a guide to submit all the necessary documentation to the office of admissions for consideration. Please consult with an admissions counselor should you have any questions regarding any of the following materials.

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<thead>
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<th>Check</th>
<th>Date submitted</th>
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<tr>
<td>□</td>
<td>Application with a filing fee of $40</td>
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<td>High school transcript(s)</td>
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<td>□</td>
<td>High school diploma</td>
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<tr>
<td>□</td>
<td>College transcript(s), if applicable (from all colleges attended)</td>
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<tr>
<td>□</td>
<td>SAT1 scores — Vaughn College code: 2001</td>
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<td>□</td>
<td>ACT scores — Vaughn College code: 2699</td>
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<td>□</td>
<td>GED certificate with scores (if applicable)</td>
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<td>□</td>
<td>Immunization record (two measles, one mumps, one rubella)</td>
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<td>□</td>
<td>Completed Meningitis Information Response Form</td>
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<td>Airframe and/or Powerplant certificate (if applicable)</td>
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<td>□</td>
<td>Class II physical (for aircraft operations degrees only)</td>
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<td>□</td>
<td>Pilot’s license and documentation (if applicable)</td>
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Financial Aid Checklist

File financial aid forms as soon as possible. The normal processing time is four to six weeks from date of completed application. You may be asked to supply additional documents if verification of certain information is required.

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<tr>
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<td>Free Application for Federal Student Aid (FAFSA) form Vaughn College code: 002665</td>
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<td>□</td>
<td>Financial aid transcript(s) from previous college(s) attended</td>
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International Student Checklist

See International Student Guide

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<th>Check</th>
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<tr>
<td>□</td>
<td>Vaughn College International Application Supplement</td>
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<td>School records in both native language and English translation</td>
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<td>□</td>
<td>TOEFL (Test of English as a Foreign Language) test results report</td>
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