



OFFICE OF ADMISSIONS

410 NW 11th Street Ste. 112 | Grand Prairie, TX 75050 |
P: (469) 299-8974 EXT. 101 | F: (469) 480-4763

ADMISSIONS REQUIREMENTS

The following requirements must be met before entering IDTC Career center.
Please submit by email to training@idtc-career.com or fax to (469) 480-4763.

<u>NEW APPLICANT</u>	
<input type="checkbox"/>	1. Application for Admissions
<input type="checkbox"/>	2. Submit two form of identification (ID/Passport/Social/etc.)
<input type="checkbox"/>	3. Submit High School Completion Proof (Diploma/GED/College Credits)
<input type="checkbox"/>	4. Submit Required Immunizations (Must have Hepatitis B Vaccine listed)

<u>RETURNING STUDENT</u>	
<input type="checkbox"/>	5. Application for Re-admission.
<input type="checkbox"/>	6. Complete a new Enrollment Packet at the Admissions office, if beyond 12 months of your last enrollment date.
<input type="checkbox"/>	7. Complete steps 2-4, if you are returning after 12 months of your last enrollment date.

NOTE: Any student on suspension from previous college attended will have to go before an appeal to enroll at IDTC Career Center.

NON-DISCRIMINATION STATEMENT: IDTC Career Center is an equal opportunity institution in accordance with civil rights and does not discriminate on the basis of race, color, national origin, sex, disability, age, or other factors prohibited by law in any of its educational programs, activities, and employment opportunities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Tamiko Smith, Director of Human Resources/Office #107, IDTC Career Center Administration Office, 410 NW 11th Street, Grand Prairie, Texas 75254; Phone: (469) 299- 8974 EXT.106, Email: m.smith@idtc-career.com