COMMUNITY COLLEGE OF PHILADELPHIA
Division of Business and Technology

BUSINESS ACCELERATED (BUSX)

Fall 2025 Application

Community College of Philadelphia is pleased to receive your application for admission to the Business-Accelerated program for the Fall 2025 cohort.

_____

Name (First, Last)

_____

Student ID Number (J#)

_____

Address

_____

City   State   Zip Code

_____

Personal E-Mail Address

_____

CCP E-Mail Address

_____

Primary Telephone # (Home/Cell)

How did you learn about the program?

_____College Website_____Social Media_____Current Student_____Friend/Relative_____Other

If other, please identify the source: _____

Minimum Program Requirements

1. Are you able to attend workshops and other community events on Saturdays? (You are required to complete 1 credit/45 hours throughout the duration of the program. Events will be offered twice a month and will last between 2 and 3 hours each).

    _____YES _____NO

2. Have you taken the college placement tests?

    _____YES _____NO

    If you have not taken the placement tests, when do you plan to take them? _____

3. Do you have consistent access to a computer and the Internet?

    _____YES _____NO

4. Have you attended a BUSX information session?

    _____YES _____NO

5. Are you able to attend mandatory program related workshops during the Summer of 2025? *(July and August, dates to be announced)*

    _____YES _____NO

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Program Checklist

_____1. Apply to the college and obtain your J number, college-generated username, and password.
https://ccp.elluciancrmrecruit.com/Apply/Account/Login

> Since the Business-Accelerated program is a select-enrollment program that requires an additional application process, your program may temporarily be changed to Business- General until you have been officially admitted into the Business-Accelerated program.

_____2. Apply for financial aid. We urge you, if not already, to complete the Free Application for Federal Student Aid (FASFA) as soon as possible. The College's school code is 003249.
https://www.ccp.edu/paying-college/financial-aid

_____3. Take the College's placement tests at any one of our four locations (https://www.ccp.edu/locations). The following placement levels are required for admission:
> **English Placement** - English Level 6/English 101
> **Math Placement** – Foundational Math 118/Intermediate Algebra
> **What are Placement Tests? Need to take a Practice Test?**
> Visit - https://www.ccp.edu/getting-started/what-are-placement-tests

_____4. Receive your placement test results.

_____5. Complete a separate Business – Accelerated application and essay. Submit application materials (including essay) to the Department Head – Ruqayyah Archie by mail or email:

> **Mailing Address:** Community College of Philadelphia
> 1700 Spring Garden Street, Philadelphia, PA 19130
> Bonnell Building, 2nd Fl., Room B2-22D
> **Email Address:** rarchie@ccp.edu

> **Essay requirements** - The essay should be typed, 12-point font, double-spaced, and a minimum of 250 words. The following topics should be discussed:
> a. Discuss your future goals and how you believe the program will enhance your ability to meet those goals.
> b. Discuss any prior educational or professional challenges and/or successes.
> c. Discuss how you plan to be academically successful in an accelerated course environment.
> ***Note – The essay requirement is waived for any applicant who achieved a 3.0 or higher high school GPA.**

_____6. Have an interview scheduled. Once we receive the required documents and review your placement test results, we will contact you for an in-person interview (if requirements are met). You will be contacted to interview with the Business-Accelerated Coordinator and/or the Business Administration Department Head.

_____7. If you are accepted into the program, you must complete the following tasks before your admission is complete:
> a. Sign the Commitment Statement, alerting the BUSX Program Coordinator that you know and agree to the requirements for the program.
> b. Participate in Summer workshops that will prepare you for the Fall 2025 program start.
> c. Change your academic major back to Business-Accelerated.

BUSINESS ACCELERATED

Due to the competitive nature of the Business – Accelerated program, there are special admissions requirements applicants must satisfy to be considered for admission. Please refer to the current Community College of Philadelphia catalog for a complete listing of program entry requirements. https://www.ccp.edu/college-catalog/degree-programs/associate-arts-aa/business-accelerated

If you need to request special accommodations to complete this application due to a documented disability, contact the Center on Disability at 215-751-8050.

By signing below, you are agreeing that you understand that there are minimum eligibility requirements that must be met to be considered for admission into the Business – Accelerated program. You also understand that ***meeting the minimum requirements for admission does not guarantee admission.*** The Business – Accelerated Program Coordinator and/or Business Administration Department Head will make the final decision. Applicants will be notified by phone/email regarding their admissions decision.

_____   _____

Signature   Date