

**Instructions for completing your**  
**ANNUAL PROGRAM APPLICATION FOR THE SCHOOL OF ENERGY**  
**Lease Operator (LSOP) & Natural Gas Compression (COMP)**  
**Associate of Applied Science Degree (AAS) & Certificate Programs**

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Students: The LSOP and COMP programs are **selective**, including an application screening process followed by an interview. With a maximum of 16 seats available for each program, only those who successfully complete the screening process will be admitted each fall. Applying does not guarantee an interview or admission to the program.

**Apply for Admission to San Juan College**

As soon as possible, submit your *San Juan College Application for Admission*, allowing 5-7 business days for processing. Paper application submission fee: \$10. Online application submission fee: Free. Apply online at <http://www.sanjuacollege.edu/apply>

**Take Accuplacer test**

For proper placement into required Math, English, and Reading classes, you must take the Accuplacer test. Before you take the Accuplacer, however, your *San Juan College Application for Admission* to the college must already have been processed. The test is administered Monday through Friday, 8:30 a.m. to 3:00 p.m. at the SJC Advising & Counseling Center in the Educational Services Building. If you cannot come to the campus for this test, please call the ACC at 505-566-3526 to make alternate arrangements.

**Obtain MVD record**

Go to your local Department of Motor Vehicles and request a copy of your driving record for the past 7 years. Submit a copy with this application.

**Submit transcripts from past or current college courses:**

If you have ever taken or are currently enrolled in any college classes please provide the School of Energy with a copy of an unofficial transcript for each institution. Obtaining transcripts may take some time; plan ahead. Official high school and college transcripts will be required if you are admitted to the LSOP or COMP program, or if you decide to pursue any other program at San Juan College.

**Apply for Financial Aid**

While you are not required to apply for federal financial aid (administered by the college), we strongly recommend that you do so, and do it early. Please submit your Financial Aid application online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Instructions and help with financial aid forms can be found online at [www.sanjuacollege.edu/financialaid](http://www.sanjuacollege.edu/financialaid), by phone at 505-566-3512, or in person at the SJC Financial Aid Office on main campus in the Educational Services Building.

**Complete the School of Energy *Annual Program Application* form (pages 1-3) and submit all documentation by the **DEADLINE, May 15 at 5:00 p.m.**** If May 15 falls on a weekend, please ensure that your materials are delivered by the preceding Friday.

Return completed *Annual Program Application* materials:

Send by mail to our MAILING ADDRESS:

**School of Energy**  
**San Juan College**  
**4601 College Boulevard**  
**Farmington, NM 87402**

OR deliver the completed application in person to

our PHYSICAL ADDRESS:  
**School of Energy**  
**800 S. Hutton**  
**Farmington, New Mexico 8740**

SEE OTHER SIDE FOR APPLICATION PROCESS TIMELINE.

## **ANNUAL PROGRAM APPLICATION FOR THE SCHOOL OF ENERGY**

### **Timeline**

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#### **February 1 – May 15**

Applications for the Lease Operator (LSOP) and Natural Gas Compression (COMP) programs are accepted until May 15, or the preceding Friday if May 15 falls on a weekend.

**MAKE AND KEEP A COPY OF ALL APPLICATION MATERIALS FOR YOUR OWN RECORDS!**

#### **May 15 – June 1**

Applications are reviewed and ranked.

#### **June 1**

After this date, students will be notified whether or not they have been selected for an interview. Students not selected for an interview are encouraged to work toward a degree by taking required General Education courses at San Juan College and to apply for the LSOP or COMP program again next year.

#### **June 13 – July 14**

Interviews, typically lasting 30 minutes, are held at the San Juan College School of Energy.

#### **July 15**

Program Directors make final selections based on 100-point scoring criteria.

#### **July 22 (at the latest)**

Students are notified by mail of their acceptance into the program, or their waiting list or denial status. Acceptance letters include a checklist for tuition payment, etc.

#### **August 1**

Students are asked to notify the School of Energy of their intent to accept a seat in the program. Waitlisted students may be contacted after August 1 should a space become available.

#### **Summer/Fall of Program Year**

A 2-week required COSC 137 (Computer Science) class begins two weeks before the start of the fall semester.

LSOP & COMP program classes begin the first week of the fall semester.