

ATLANTIC UNION COLLEGE
Application Instructions

This checklist includes all documents required for academic acceptance to Atlantic Union College.

1. Completed Application:

Print or type every line completely and sign the back of the application form.

2. Application Fee:

Enclose a US\$25.00 check or money order payable to Atlantic Union College with application.

3. Official Transcript:

Request OFFICIAL transcript from high school (or General Educational Development [GED] testing center) and all colleges previously attended. **Official transcripts are required for academic acceptance and financial aid eligibility.**

An Official Transcript must be:

- ?? Addressed to the Office for Admissions, as printed on this form;
- ?? Sent directly from the high school or college registrar to Atlantic Union College;
- ?? Signed and dated by the registrar, principal, or guidance counselor;
- ?? Stamped with the official school seal;
- ?? Include graduation date, if graduated.

NOTE: A transcript in a student's possession is considered unofficial unless it is in a specially sealed envelope from a registrar's office.

4. Personal References:

Two personal reference forms are included in the application packet. The forms should be given to two people who are not related to you, such as your teacher, guidance counselor, principal, dean, pastor or employer. This must be completed and returned directly to the Office for Admissions.

5. Verification of Citizenship:

Submit one verification from the following list:

- United States Citizens.....Photocopy of a birth certificate or proof of citizenship
- Permanent Residents.....Proof of permanent residency
- Naturalized Citizens.....Proof of naturalization

6. ACT/SAT Scores:

ACT or SAT scores are required for admission and academic placement in English and Math. If you cannot take one of these exams before your arrival at AUC, the AUC Testing Center will administer the ACT exam.

7. FINANCIAL AID FORMS:

Completed financial aid forms are required before eligibility can be determined for federal and state grants and loans. Applicants may call or write to the Financial Aid Office for information and required forms. Completed forms and required documents should be mailed back to the AUC Financial Aid Office.

