



APPLICATION FOR UNDERGRADUATE ADMISSION



THE OFFICE OF UNDERGRADUATE ADMISSIONS
211 PRICE MEMORIAL HALL
32 COLLEGE CIRCLE
DAHLONEGA, GA 30597

*Toll-Free: 1-800-498-9581 Fax 1-706-864-1478
E-mail: admissions@ngcsu.edu <http://www.ngcsu.edu>*

FRESHMAN ADMISSION REQUIREMENTS

Freshman applicants must:

1. Be at least 16 years old on or before the registration date.
2. Have graduated from an accredited high school or a high school that is approved by the University.
3. Present credit for the following 16 CPC (College-Preparatory Curriculum) units:

Four college-preparatory Carnegie units of English which have as their emphasis grammar and usage, literature (American, English, or world), and advanced composition skills.

Four college-preparatory Carnegie units of mathematics. Specifically, Algebra 1, Geometry, Algebra 2, and an additional mathematics course that has these courses as prerequisites.

Three college-preparatory Carnegie units of science, with at least one laboratory course from the life sciences and one laboratory course from the physical sciences.

Three college-preparatory Carnegie units of social science, with at least one course focusing on United States studies and one course on world studies. Public school students in Georgia, in order to meet high school graduation requirements, must complete one-half Carnegie unit each in political science/government and in economics and must meet the world studies requirement with a course focusing on world history.

Two college-preparatory Carnegie units in the same foreign language emphasizing speaking, listening, reading, and writing.

4. Have satisfactorily completed the Scholastic Assessment Test (SAT-I) or the American College Test (ACT), and any other entrance examination required by the University, with an acceptable score.

Admission to North Georgia College & State University is a selective process and meeting minimum admission requirements will not necessarily guarantee acceptance. Typically, over 2,000 applications are submitted for approximately 650 freshman openings for the fall semester. The middle 50% of recently enrolled NGCSU freshmen had SAT-I scores between 1020-1100, and a (College-Preparatory Curriculum) high school GPA between 3.00 and 3.60.

NGCSU operates on a rolling admissions basis. As soon as your file is complete, it is evaluated by an admissions officer and you will be notified of the decision in writing. If you have been home-schooled or have graduated from a non-accredited high school, please visit our website for additional admission requirements. Admission to NGCSU as an undergraduate student does not automatically admit the individual to teacher education or nursing programs.

IMPORTANT NGCSU POLICIES

As you consider NGCSU, please be aware that the following policies are in effect:

1. All students are required to live on campus unless they meet one of the following exceptions:

- a. Living with and commuting daily from the legal residence of parent(s), grandparent(s), or legal guardian (legal documents required) within a 50-mile radius of Dahlonega (25-mile radius for cadets).
- b. Married and living with spouse.
- c. Completed 90 institutional semester hours of passing work (cadets must obtain approval from the Commandant of Cadets).
- d. Over 23 years of age.
- e. Student teaching or internship.
- f. Honorably discharged after two years of military service (DD214 required).
- g. Taking six hours only.
- h. Graduated with an Associate's degree from an accredited institution.
- i. If the student does not meet any of the above requirements, a letter of appeal to the Chair of the Residence Policy Waiver Committee is required.

2. All male students living on campus must participate in the military program.

DEADLINES

For Fall Semester admission, if you plan to live on campus, you should submit your application materials by the preferred filing date of January 1. If you plan to commute to campus, you should submit your application materials by the preferred filing date of March 1. All applications received after these dates will be processed based on the availability of space in the freshman class and/or campus residence facilities.

DEPOSITS

As a way of assisting the University in planning and budgeting, a Confirmation Deposit is required of all admitted students. In addition to the Confirmation Deposit, all resident students are required to pay a Housing Deposit.

CONFIRMATION DEPOSIT

Students admitted for the Fall semester are required to pay a \$200 Confirmation Deposit by May 1, or if admitted after May 1, within two weeks of admission. The Confirmation Deposit will be refunded to the enrolled student no sooner than 10 days after the start of Fall classes. Admitted students who do not enroll will not receive a refund of their Confirmation Deposit.

Students admitted for the Spring semester are required to pay a \$200 Confirmation Deposit by December 1, or if admitted after December 1, within two weeks of admission. The Confirmation Deposit will be refunded to the enrolled student no sooner than 10 days after the start of Spring classes. Admitted students who do not enroll will not receive a refund of their Confirmation Deposit.

HOUSING DEPOSIT

In addition to the \$200 Confirmation Deposit, all resident students admitted are required to pay a \$250 Housing Deposit by the deadline indicated in the letter of acceptance. Once resident students enroll, the Housing Deposit will be returned in accordance with the housing contract.

ADMISSION STATUS/CHECKLIST

NOTE: This application is to be used by all undergraduate applicants who are U.S. citizens by birth or through naturalization, and by those who have been granted resident alien status. All other applicants should contact the Office of Undergraduate Admissions (800-498-9581), write to North Georgia College & State University, Office of Undergraduate Admissions, Dahlonega, GA 30597 for an International Admission Application Packet, or visit the NGCSU web-site for International student application information.

HOW TO APPLY: *Applicants to NGCSU must submit the following:*

1. ___ A properly completed and signed Application for Undergraduate Admission.
2. ___ A \$25 non-refundable application fee (not required of former NGCSU students or Amendment 23 students).
3. ___ In addition, the following documents are required for consideration for admission:
 - A. **FRESHMAN:** *A student with less than 30 semester hours (45 quarter hours) of transferable college credit*
 1. ___ Students should request an official high school transcript be sent by their appropriate school official to the NGCSU Admissions Office.
 2. ___ Students should request official SAT or ACT scores to be sent to NGCSU by their counselor or from the Educational Testing Service. Admitted students without a minimum 480 SAT Verbal and 440 SAT Math (or equivalent ACT) must take the COMPASS placement examination and may be subject to Learning Support Services.
 3. ___ Freshmen who have attended college should request an official transcript be sent directly to the NGCSU Office of Undergraduate Admissions from EACH college attended. Transferring freshmen must have a cumulative college grade point average of at least 2.0 on a 4-point scale on all college work attempted. Transferring freshmen must also be eligible to return immediately to the last college attended.
 4. ___ Students who have not attended high school or college within the previous five years and have earned fewer than 30 transferable semester hours of college credit are not required to take the SAT or ACT. These students, however, must take the University System of Georgia COMPASS Examination and complete Learning Support requirements if necessary.
 - B. **NON-TRADITIONAL FRESHMAN:** *An applicant who has not attended high school within the past five years, whose high school class graduated at least five years ago, holds a high school diploma or GED, and has earned fewer than 30 transferable semester hours of college credit*
 1. ___ Submit an official high school transcript and official college transcript(s), if applicable. Official SAT-I or ACT scores are encouraged but not required. Those who do not submit scores MUST take a placement examination.
 - C. **TRANSFER:** *A student with 30 or more semester hours (or 45 quarter hours) of transferable college credit*
 1. ___ Students should request official transcripts be sent directly to the NGCSU Office of Undergraduate Admissions from EACH college attended. Transfer students must have a cumulative GPA of 2.00 and be eligible to return to the last college attended.
 2. ___ Students wishing to pursue a degree in education or nursing MUST contact the appropriate department immediately to receive instructions for application and admission to each respective program. This requirement is in addition to this general NGCSU application.
Note: Research has shown that a greater rate of success is achieved by students who attempt the Regents Test immediately after completing freshman English. You are encouraged to attempt the Regents Test as soon after your freshman English as possible.
 - D. **TRANSIENT:** *An applicant who is enrolled in another college or university and meets minimum NGCSU freshman or transfer admission requirements may seek temporary admission to NGCSU. Transient students must re-apply each semester.*
 1. ___ Students should request a letter be sent directly to the NGCSU Office of Undergraduate Admissions from the registrar of the institution in which the student is regularly enrolled, indicating good standing and recommending admission to NGCSU as a transient student. (Transcripts of college work completed elsewhere are not required since transient students are not admitted to degree programs at NGCSU). A completed immunization form is required.
 - E. **FORMER NGCSU STUDENT RETURNING:** *An applicant who was last enrolled at NGCSU two calendar years ago or longer, and wishes to return to NGCSU. (If less than two years have elapsed, the applicant must complete the "Request to Reactivate Student File," available as a downloadable form at the NGCSU [Admissions] Web site).*
 1. ___ Submit official transcripts from all other accredited colleges and universities attended since you were last enrolled at NGCSU. In either case, the Application Fee is not required.
 - F. **POST-SECONDARY OPTION:** *An academically qualified high school applicant who wishes to take NGCSU courses during the junior or senior year.*
 1. ___ Submit an official high school transcript, official SAT-I or ACT scores, and an official copy of your class schedule.
 2. ___ A counselor recommendation is required.
 3. ___ Written permission from the applicant's parent(s) is required.
Contact an NGCSU Admissions Officer for admission requirements.
 - G. **NON-DEGREE:** *An applicant who wishes to take classes for which no degree credit will be granted.*
 1. ___ No transcripts or tests scores are required. A maximum of 10 semester hours may be taken under this classification.
 - H. **POST-BACCALAUREATE, NON-DEGREE:** *An applicant who has received a bachelor's degree and does not wish to pursue a second bachelor's degree.*
 1. ___ Submit an official transcript from the degree-granting institution verifying the awarding of a bachelor's degree. Applicants seeking teacher certification should contact the NGCSU Department of Teacher Education at 706-864-1533 prior to submitting this application.
No degree credit will be granted.
 - I. **POST-BACCALAUREATE, SECOND BACHELOR'S DEGREE:** *An applicant who already has earned a bachelor's degree from an accredited college or university and wishes to earn another bachelor's degree at NGCSU.*
 1. ___ Submit an official transcript from EACH accredited college or university attended.
 - J. **AMENDMENT 23:** *An applicant 62 years of age or older who is a Georgia resident AND wishes to enroll in classes without payment of fees, except for supplies, laboratory fees and shop fees.*
 1. ___ Applicants who wish to pursue a bachelor's degree must submit all items in the "Transfer" section above.