



The Evergreen State College  
Office of Admissions

## Checklist for Fall Quarter 2010 Undergraduate Admission

### September 2009 to December 2009

- ❑ September 1 – Applications for Undergraduate Admissions are accepted.
- ❑ Contact High School and/or Colleges attended for official transcripts. Official transcripts should be sent from the school/college directly to the Office of Admissions.
- ❑ Contact Residential & Dining Services **(360) 867-6132** or email **rad@evergreen.edu**.
- ❑ Contact Financial Aid **(360) 867-6205** or email **finaid@evergreen.edu**.
- ❑ *High School Seniors*: Register to take the SAT or ACT test. Your test date should be before February 1 in order to meet the admissions priority deadline for fall quarter. Test scores are not required for applicants who have graduated from high school and have at least 40 transferable credits by the priority deadline. The priority deadline is March 1, 2010.
- ❑ See an Evergreen Representative. Go to: **www.evergreen.edu/welcome**.
- ❑ Plan a Campus Visit. Contact Admissions **(360) 867-6172** or email us at **visit@evergreen.edu**.
- ❑ November 1 – Scholarship and Tuition Awards available online – **www.evergreen.edu/scholarships**. The deadline for most award applications is February 1, 2
- ❑ November 1 – Office of Admissions commences review of complete application files. "Complete application" means that your application, nonrefundable application fee, all official transcripts, and test scores (if required). **Note**: Decision letters are sent weekly as application files are reviewed and applicants are admitted.

### January 2010 to March 2010

- ❑ January 1 – Apply for Financial Aid by using the Free Application for Federal Student Aid (FAFSA). The priority financial aid deadline for receiving complete and valid information from the federal processor is March 15. We recommend the online FAFSA method to ensure quick and accurate processing. Go to **www.fafsa.ed.gov**.
- ❑ February 1 – Application deadline for Evergreen Scholarship and Tuition Awards.
- ❑ March 1 – Priority Application Deadline for fall quarter undergraduate admission.
- ❑ **Late Applications**: We encourage you to submit a timely application to ensure that you will receive full admission review and to be able to receive financial aid, scholarship, and early registration consideration. Applications for undergraduate admission that are received after the stated priority date will be accepted if space remains available. Please contact Admissions for further information if you are sending an application after the priority date.  
**Note**: Decision letters are sent weekly as application files are reviewed and applicants are admitted.

### After You've Been Admitted

- ❑ Plan a Campus Visit. Contact Admissions **(360) 867-6172** or email **visit@evergreen.edu**
- ❑ Registration and Records will send you information about activating your Evergreen account. Go to **www.my.evergreen.edu** and select the link "Having trouble logging in?" Then follow the directions for "Logging in for the first time?" You can use your account to pay for tuition and fees, register for your program and keep informed about official campus business. After you have been admitted, Evergreen will send official notices to your Evergreen email account.
- ❑ April 1 – Scholarship and Tuition Award letters will start to be sent to students.
- ❑ Contact Academic Advising for orientation workshop information. Review the academic catalog and the program updates provided by Academic Advising **(360) 867-6312**, email **intakea@evergreen.edu**
- ❑ April 1 – Financial aid award letters will start to be sent to students.
- ❑ May 2 – Pay the \$50.00 Advance Tuition Deposit prior to registering.  
**Note:** Deposits received after May 2 will be accepted on a space available basis.
- ❑ May 7 – Academic Fair and Registration Orientation for NEW Freshmen.
- ❑ May 12 – Academic Fair and Orientation for NEW Transfer Students.
- ❑ Web registration begins May 17.
- ❑ June 1 – campus housing contract and \$45 nonrefundable application fee are due.

### After You've Registered

- ❑ September 1 - Final official transcripts are due in the Office of Admissions.
- ❑ September 19-25 – Orientation for all NEW students. Information about Fall Orientation may be found at **www.evergreen.edu/student-services/overview.htm**.
- ❑ Complete the Measles, Mumps, Rubella Immunization Waiver form or provide proof that you have been immunized if you were born on or after January 1, 1957. The waiver or your proof of immunization must be received before the first day of the quarter. Contact the Health Center for more information **(360) 867-6200** or visit their Web site at **www.evergreen.edu/health**.
- ❑ Check in with Student Accounts **(360) 867-6447**.
- ❑ Got work-study? Need a job? Check in with Student Employment **(360) 867-5520** or on the Web at **www.evergreen.edu/student-employment**.
- ❑ September 27 – Fall Quarter begins
- ❑ October 1 – tuition is due in full on Friday at 4:00 p.m. of Week One. Payment may be made on the Web through Gateway using either a MasterCard or Visa Card. ATM/debit card payments may be made in-person. Contact the Cashier's Office for more information **(360) 867-6445**. Additionally, if you are not a financial aid recipient, you will be assessed a \$50 late payment fee if your tuition is not paid in full by the deadline.

#### Admissions' Address

The Evergreen State College  
Office of Admissions  
2700 Evergreen Pkwy NW  
Olympia, WA 98505

(360) 867-6170

admissions@evergreen.edu