

# EVERGREEN

The Evergreen State College  
Office of Admissions

## Checklist for Spring Quarter 2010 Undergraduate Admission

**Note:** The financial aid priority deadline for the academic year beginning in September 2009 and ending in August 2010 was **March 15, 2009**. Please submit the Free Application for Federal Student Aid to the federal processor as soon as possible.

- ❑ June 1, 2009 – 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**.
- ❑ Plan a Campus Visit. Contact Admissions **(360) 867-6172** or email Admissions at **visit@evergreen.edu**
- ❑ December 1 – Priority Application Deadline for spring 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 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.

### Admitted 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**
- ❑ Pay the \$50.00 Advance Tuition Deposit prior to registering. **Note:** Deposits received after March 1 will be accepted on a space available basis.
- ❑ March 3, 2010 - New Student Orientation and Academic Fair.
- ❑ March 8 - Web registration begins.

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- ❑ Check in with Student Accounts **(360) 867-6447**.
- ❑ 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. Contact the Health Center for more information **(360) 867-6200**. The waiver or your proof of immunization must be received before the first day of the quarter. The waiver is available as a PDF: <http://www.evergreen.edu/health/docs/mmrrec1.pdf>
- ❑ Got work-study? Need a job? Check in with Student Employment **(360) 867-5520**.
- ❑ March 29 – Spring Quarter begins
- ❑ March 29 – Final official transcripts are due in the Office of Admissions.
- ❑ April 2 – 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](mailto:admissions@evergreen.edu)