

EVERGREEN

The Evergreen State College
Office of Admissions

Checklist for Winter Quarter 2010 Undergraduate Admission

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

- ❑ April 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 about campus housing at **(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**.
- ❑ October 1 – Priority Application Deadline for winter 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

- ❑ Registration and Records will send you information about activating your Evergreen account. Go to **my.evergreen.edu** and select the link "Login Help." 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.
- ❑ 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 December 1 will be accepted on a space available basis.
- ❑ December 2 - New Student Orientation and Academic Fair.
- ❑ December 7 - 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**.
- ❑ January 4 – Winter Quarter begins.
- ❑ January 4 – Final official transcripts are due in the Office of Admissions.
- ❑ January 8 – 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