



## Undergraduate Application Guide

Office of Admissions





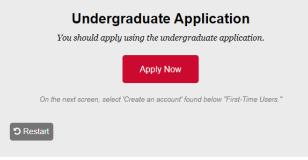
# Step One: Click Apply Now!

On the main page or under Admissions, click on Apply Now!



There will be three questions for you to answer about your citizenship status, where you plan to attend classes, and your level.

If you are intending to apply as an undergraduate student on-campus and are not an international student, this should appear.







## Step Two: Creating Your Account

## You'll get to this page to create your account.

**APPLY TO A-STATE** 

## **First Time Users**

Click on the Create an Account button under First Time Users to start your process!







# Step Two: Creating Your Account

## **Registering Your Account:**

You will be asked to enter the below information.

## REGISTER

To register for an account, please enter the information requested below.

Email Address	l
First Name	
Last Name	
Birthdate	◆     ◆
Continue	



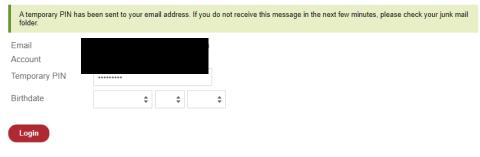


# Step Two: Creating Your Account

## **Verifying Your Account:**

You will receive an email with your PIN number in order to verify your account. Once you receive that email, you will be directed to a screen that looks like the below to enter your information. Once entered, hit 'Login' to being your application.

#### LOGIN







# Step Three: The Application Section: Red Wolf Type

This page is what tells the individual processing your application how you are applying, what major you are applying for, and for what term. Make sure you read everything on this page very carefully!

This page will ask you to confirm at the end that you are applying as the correct student type. Again, it is important that you read everything on this page very carefully!

For the term, please select when you will be starting your educational program with us.

- Spring = January
- Summer = May
- Fall = August





# Step Three: The Application Section: Academic History

This page is for you to fill out your previous institution information.

Please list the high school you graduated from/will graduate from and any colleges/universities/post-secondary institutions that you have attended.

A sample is below.

## UNDERGRADUATE APPLICATION: ACADEMIC HISTORY

Freshmen: Click "Add Institution" to search for the name of the high school you graduated/will graduate from. If you earned a GED, search for "General Equivalency Diploma". Name, dates attended, and level of study (High School) is required. Earning concurrent college credit? Add the name of the college awarding the credit on this page. Name, dates attended and level of study (Undergraduate) is required.

Transfers: Click "Add Institution" for each college previously attended. Admission, financial aid and credit evaluations are based on all previous colleges attended. Name, dates attended and level of student (Undergraduate) is required for each entry.

Post-degree: Click "Add Institution" to search for the name of the college granting the bachelor's degree only. All prior college history is not required. Name, dates attended and level of study (Undergraduate) is required.

Visiting: Click "Add Institution" to search for the name of your current college. All prior college history is not required. Name, dates attended and level of study (Undergraduate) is required.

Readmit: Click "Add Institution" to search for the name of all colleges attended after your last semester of classes at A-State. Name, dates attended and level (Undergraduate) is required.

Non-degree and continuing education students are not required to complete this page. Click "Continue" below.

If you return to this page after receiving a warning message, make sure your school has the attendance dates and the correct level: ("High School" for high schools and "Undergraduate" for colleges/universities).

Institution	Dates Attended	Dates Attended			
Add Institution					
Greene County Technical High School	08/200805/2011	Edit			
University of Memphis	03/2019-03/2021	Edit			



Continue



## Step Three: The Application Section: Personal Information

Fill out all the required fields for us to collect your personal biographical information, which is used to distinguish you as your own unique student.

High School and College History	*Denotes Required Field Name			
Biographical Information	Prefix			
Additional Information	TICIX	<b>~</b>		
Signature	First (Given)*	Mallory Test		
Review	Middle			
	Last (Family/Surname)*	Test Sluder		
	Suffix	\$		
	Preferred First			
	Other Last Names Used			
	Addresses			





# Step Three: The Application Section: Additional Information

Fill out all the required fields of questions for us to collect as much information as possible to help you on your academic journey.

#### Home

Red Wolf Type

High School and College History

Biographical Information

#### Additional Information

Signature Review

## UNDERGRADUATE APPLICATION: ADDITIONAL INFORMATION

Required fields are marked with an asterisk \*.

# Residency Have you been a resident of Arkansas for more than six months?\* Yes No Are you a U.S. Citizen? Yes No Military Service Have you ever served in the United States military?\* Yes No

**Parent/Guardian Information** 

First Name

Last Name





# Step Three: The Application Section: Signature

Please read this page carefully BEFORE you sign it. All students are required to sign and confirm that all submitted information is accurate and agree to the terms listed.



High School and College History

Biographical Information

Additional Information



Review

#### SIGNATURE PAGE By typing my signature:

- I certify that all information submitted in the admission process including this application and any other supporting materials - is my own work, factually true, and honestly presented.
- I certify these documents will become the property of the institution to which I am applying and will not be returned to me.
- I understand that I may be subject to a range of possible disciplinary actions, including admission revocation, expulsion, or revocation of course credit, grades, and degree should the information I have certified be false.
- I agree to allow Arkansas State University to request an official copy of my academic record from any educational institution on my behalf (if applicable).
- I understand the application fee is a non-refundable application processing fee. If I
  would like to be considered for a waiver, I will submit a fee waiver request before
  paying the fee.
- I understand this application and any application fee submitted (if applicable) will
  not be accepted at other ASU system institutions. Applications for admission to
  ASU-Beebe, ASU Mid-South, ASU-Mountain Home, ASU-Newport, ASU Three
  Rivers and Henderson State University must be submitted directly to that
  institution.

In place of your signature, please type your full legal name:





## Step Three: The Application Section: Review and Submit

Please review your application carefully and ensure that all information is accurate. Check for missing answers or errors. Submit the application once the review is complete.

Home

Red Wolf Type

Personal Background

Additional Information

Planned Course of Study (International)

High School and College History

Signature

Review

### REVIEW

As an administrator, you may bypass application warnings and submit the application in an incomplete state.

Submit Application Save for Later





AState.edu

ArkansasState

@ArkansasState

# Step Four: myDen

Upon submitting your application, you will be directed to your myDen page (your status page). You may use this page to pay your application fee, uploading your MMR records, and come back in order to check your status of admission.

Note: If you feel you qualify for an application fee waiver, you may review and submit the <u>Undergraduate Application Fee Waiver Request</u> form.

Welcome Mallory Test!

Undergraduate Application 🗸

Need help taking your next steps

toward joining the Pack? Contact your admissions counselor. Amie

Abernstein@Astate.Edu or +1

Bernstein at

870-680-0620

Edit Addresses

#### Here's what you need to know about your 2022 Fall application:

Application reference number: 417375262

#### Application Checklist

\*NOTE: Do not submit official transcripts from Arkansas State University (Jonesboro campus) for admission.

High school transcript: must be sent from your high school directly to A-State College transcript(s): must be sent from the college directly to A-State

Test scores: must be sent from your high school or from the testing agency (ACT, College Board, etc.) directly to A-State We have your address we have your address to A-State We have your ad

to A-State	We have your addresses listed as				
Status	Details	Date	follows:		
🗙. Awaiting	Official College Transcript for University of Memphis		Mailing Address		
🗙. Awaiting	High School Transcript for Greene County Technical High School		102 North Caraway Road Jonesboro, AR 72401		
💢. Awaiting	Measles, Mumps, Rubella Record 1		United States Permanent Address*		
💢. Awaiting	Measles, Mumps, Rubella Record 2		102 North Caraway Road Jonesboro, AR 72401		
💢. Awaiting	Test Scores				

Your current major for this application is:

\*If this is in error, please complete the Change of Major Request Form here: admissions.astate.edu/change major

#### Upload Materials

You can upload (as a PDF or high-resolution photo):

- Proof of 2 MMR vaccinations
- · Copy of your permanent resident card (if required on your checklist above)
- Letters of recommendation (if required on your checklist above)
- Fee waiver documentation

Do not upload:

- High school transcripts (must be sent directly from the high school to A-State)
- College transcripts (must be sent directly from the college to A-State)
- ACT, SAT or other entrance exam scores (must be sent from your high school or from the testing agency)

#### >>>Please do not upload a copy of your driver's license or social security card.

✓ Choose File No file chosen





## Step Five: The Documents

Please arrange for your official documents to arrive to A-State.

High School Transcripts—Sent via physical mail or sent from your high school counselor to A-State via A-State's provided Dropbox links.

College Transcripts—Sent via physical mail or sent through an electronic source by your college to A-State (Parchment, Transcripts Network, Clearinghouse, EDI, etc.)

Test Scores—Sent via the testing authority electronically to A-State or if your high school has them officially, we can accept them as part of your high school transcript packet.

\*\*Note: If you need to make any change(s) to your application, such as changing your start term, program of study, etc., please submit the <u>Undergraduate Program</u> <u>Change Form</u>.





# Step Six: The Decision

Once you have submitted <u>all</u> of your documents, you will receive an admission decision in 2-3 business days. The decision will be sent to your email address that you put on the application. Keep an eye on your email for this decision!

