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.

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
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.
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. If 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).

<table>
<thead>
<tr>
<th>Institution</th>
<th>Dates</th>
<th>Edit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Add Institution</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Greene County Technical High School</td>
<td>08/2008-05/2011</td>
<td>Edit</td>
</tr>
<tr>
<td>University of Memphis</td>
<td>03/2019-03/2021</td>
<td>Edit</td>
</tr>
</tbody>
</table>

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.
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.

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


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.

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.
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 Undergraduate Application Fee Waiver Request form.
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 Undergraduate Program Change Form.**
Once you have submitted **all** 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!