

COMPLETE AND SIGN THE APPLICATION FOR ADMISSION

Send a \$50 application fee. (The application fee must accompany the application, and is nonrefundable).

REQUEST TWO RECOMMENDATIONS

1) Spiritual Leader Recommendation 2) Academic Recommendation

REQUEST OFFICIAL TRANSCRIPTS

A) High School Seniors - request an official copy of your transcripts (including ninth grade), keep it in the sealed envelope, and enclose it with your admissions packet, or have it mailed directly from your school. If you are taking college courses, please submit an official "in progress" transcript from the college.

B) Transfers - have your official transcripts sent from **all** colleges/universities previously attended. If you are currently in college, have an "in progress" official transcript sent now. If you have completed fewer than 36 transferable semester units at the time of application, please also submit "final" high school official transcripts and SAT or ACT scores.

SUBMIT THE RESULTS OF YOUR SAT I OR ACT

(unless you are considered a transfer student with 36 or more transferable semester units)

If you have taken an exam but did not arrange for your scores to be sent to PLNU, please submit a photocopy of your personal test report with your application. If you have not taken the SAT I or ACT, you should arrange to do so through your high school counselor's office or online. Request that the scores be sent to PLNU. Our SAT test score code is 4605 and our ACT test score code is 0370.

IF SO DESIRED, REQUEST AN ADMISSIONS INTERVIEW WITH AN ADMISSIONS COUNSELOR.

We encourage our applicants to complete an admissions interview with their admissions counselor, but an interview is not required. Students who wish to arrange an in-person or a phone interview should contact our campus visit coordinator (CVC) at (800) 733-7770 or visit www.pointloma.edu/visit. Please contact our CVC at least one month before the application deadline to arrange your interview, which can occur up until the application deadline. An on-campus interview is **STRONGLY** encouraged.

PHOTOCOPY ALL APPLICATION MATERIALS

If you submit a paper application, please keep copies of your application materials for your records.

OBTAIN CERTIFICATE OF MAILING

If you submit a paper application, obtaining a Certificate of Mailing is strongly encouraged. You can obtain one from the U.S. Postal Office.

FOLLOW UP WITH YOUR ADMISSIONS COUNSELOR

If you have not received verification that your application packet has been received within one month of sending, please follow up with your admissions counselor. You can find your counselor at www.pointloma.edu/admissions. It is your responsibility to make sure that your admission file is complete. Please allow two weeks for application processing.

