

Admission checklist

- Return **completed application** (with \$25 non-refundable **application fee** payable to Anderson University) to:

Connie Allbaugh
Anderson University
School of Theology
1100 East Fifth Street
Anderson, IN 46012-3495

NOTE: Details regarding ethnicity and marital status are optional. We request this information to fulfill reporting obligations to the federal government.

- Return **financial aid request form** if you are seeking financial aid.
- Church of God students only:* Submit request for **Blackwelder Tuition Assistance Scholarship**.
- Submit requests for **endowed scholarship funds** for which you meet eligibility requirements.
- Ask three individuals to complete **personal references**, using the forms provided in this booklet. One form should be completed by each of the following: your pastor, a teacher or colleague who knows you well, and a member of your local church. It is helpful to include a stamped envelope when giving the forms to your references. References should be returned to Connie Allbaugh at the address listed above.
- Request **two official transcripts** from each college or professional school you have previously attended. Transcripts should be sent to Connie Allbaugh at the address listed above.

NOTE: Anderson University graduates need to request only one transcript.

Dear Prospective Student,

At Anderson University School of Theology, we view the application process as an opportunity to get to know you as a future student. We begin the development of our relationship with you through this process.

We are encouraged by your inquiry and expect that the application process will be an easy one for you. Please return your application as early as possible, especially if you are applying for financial aid. We suggest you complete your application process, including application for financial aid, by June 1 for classes starting in the fall (Semester I), or October 1 for classes starting in the spring (Semester II).

Please take note of the application checklist at left. Following these steps will expedite the application process.

For information on expenses and employment guidelines, please visit our Web site at www.anderson.edu/sot. There is limited housing available through Anderson University School of Theology and in the surrounding Anderson community.

The application process begins when we receive all of your application materials, including the application form itself and three references. This booklet contains everything you will need to complete the application process.

Once we have all of your materials, your application will be reviewed by the Admissions Committee, and you will be notified by mail as soon as the committee has completed its review.

The sooner your file is complete, the sooner we will review your application. (*NOTE: References usually take the longest.*)

The Blackwelder Tuition Assistance Scholarship (for Church of God students only) and other endowed scholarship requests are considered only after all application materials are received.

If you have questions or concerns, please do not hesitate to contact us.

Sincerely,

Connie Allbaugh
Coordinator of Student Services
Phone: (765) 641-4030; e-mail: clallbaugh@anderson.edu