AUGUSTA UNIVERSITY

AUDCI Degree Completion Initiative
Applicant Information

The Augusta University Degree Completion Initiative (AUDCI) is a collaboration with the Department of Defense (DoD) to help the various branches achieve their missions by creating a system to help DoD employees, both military and non-military, earn their bachelor's degree here at Augusta University.

Students wishing to participate in this initiative must notify their command and obtain an application fee waiver from the National Cryptologic School (NCS) program manager to be eligible for participation. DoD employees and active duty personnel who wish to take courses but do not notify command and obtain the application fee waiver **will not** be considered as part of this initiative.

⊘ GET STARTED!

Once the candidate has notified Command of interest to participate in the program they will need to obtain an application fee waiver code from NCS program manager so that their application fee can be waived at time of submittal. The candidate can apply online via the following link:

http://www.augusta.edu/admissions/apply.php

APPLICANT PROCESS OVERVIEW

1. Once students visit the admissions link above, they should scroll down to the "Undergraduate Programs" section.

2. Under the "Degree Seeking" drop down box, select "Transfer Students." Students with less than 30 hours should select "All Beginning Freshman."

3. Click the blue "APPLY" button directly under "Transfer Students."

4. Once the application loads, read and follow the instructions very carefully, paying attention to any applicable deadlines.

5. In accordance with Board of Regents Policy 4.3.4, each University System institution shall verify the lawful presence in the United States of every successfully admitted person applying for resident tuition status, as defined in Section 7.3 of this Policy Manual.

6. Any student requesting to be classified as an in-state student for tuition purposes will be required to provide verification of
Their lawful presence in the United States in order to be classified as an in-state student. For acceptable forms of document
Please visit: https://www.augusta.edu/admissions/lawful-verification.php

7. Before completing their applications, students must create a GAcollege411 account. They will be prompted to do this automatically once they begin the online application process.

8. After students complete a screen, they will click the "Next" button at the bottom or on one of the sections listed on the left column to move to a different screen. Before they are allowed to jump screens, data on the current screen will be inspected for errors o r inconsistencies. If errors or omissions are found, students will be returned to the screen to correct your answer (s). Otherwise, the data will be saved and they will proceed to the requested screen. Students are also allowed to skip to another screen without their new data being saved. Be aware that if they use the "Skip & Jump" function on the left column, data on the current screen will not be saved and will have to be reentered prior to **submittal.**

9. Once prompted to pay the application fee, students should utilize the waiver code supplied to them by the NCS.

10. Once they have completed the form, click the "submit" button located on the top left column to submit the application

MINIMUM REQUIREMENTS AND CONSIDERATIONS

The following minimum requirements must be met by all students admitted to the university:

- □ **2.3** Cumulative Collegiate Grade Point Average (GPA)
- □ **30** Credit Hours from accredited institutions to be transferred. No more than 90 hours will be accepted and applied to wards any baccalaureate degree for these students. Students transferring less than 30 hours must also submit high school transcripts as well as GED or test scores (SAT or ACT). These scores will not be required for those students who transfer 30 or more college credits.
- □ Must be a Department of Defense employee
- □ Submit official transcripts from all enrolled and/or attended academic institutions (such as accredited colleges or universities or military service affiliated college office paperwork including military transcripts) prior to applying following the "Request Official Transcript for College and Universities" process.

NOTE: Students do not need to be accepted to the University before they send the above information. As transcripts and test score transmissions can take weeks before they are received by the university, it saves a lot of time in the acceptance process for students to get the transcript requests in as soon as possible. Transcripts and the like received by the university will be placed in a hold until the student's application is received and then, all information will be put together in order to process the application. Likewise, downloading and completing the immunization form and TB questionnaire in advance will also save a lot of time down the road. The immunization form must be signed by a medical professional before it is turned in. For further information regarding immunizations, please continue to the immunization part of the Acceptance section of this manual.

- □ Submit all standard examinations for college credit scores completed (such as College Level Examination Program (CLEP) and other competency exams). A full list of how credit received at AU for these exams can be found by visiting http://www.augusta.edu/admissions/credit-by-exam.php

- □ All accepted students must adhere to all Board of Regents (BOR) policies and procedures and AU graduation requirements as defined by the AU Catalog.

Likewise, there are certain considerations that will be granted to these students including:

- Waiver of the admission application fee

- Waiver of Mandatory Student fees, but not program specific fees (Only for active duty military personnel receiving TA benefits).

- Dedicated advisor (Program liaison in the Office of Military and Veteran Services) who will be responsible for completion initial meetings with the students in order to guide them through the application and registration process, confirm the chosen degree path, and to handle navigating the student to their appropriate programmatic advisor

- Out-of-State tuition waiver for those students who reside in Aiken or Edgefield Counties in South Carolina 8
- Out-of-State tuition waiver for Active Duty Personnel
- Complete virtual orientation at approved rate of $25 or attend a schedule group orientation in person with required fee.