

2020 SEEP AUGUSTA PRE-COLLEGE APPLICATION INSTRUCTIONS



AUGUSTA UNIVERSITY MEDICAL COLLEGE OF GEORGIA

STUDENT EDUCATIONAL ENRICHMENT PROGRAM (SEEP) PRE-COLLEGE APPLICATION INSTRUCTIONS (AUGUSTA PROGRAM)

May 29 - JULY 19, 2020

PLEASE READ CAREFULLY

We are pleased that you are applying for admission to the Medical College of Georgia's Student Educational Enrichment Program (SEEP) at Augusta University! Housed in the Office of Student and Multicultural Affairs (OSMA), SEEP offers summer enrichment programs for highly motivated and academically talented high school juniors and seniors. The **Augusta Pre-College SEEP is for students in the Augusta, Georgia area. Only high school juniors and seniors who attend either a Richmond County or Columbia County school are considered for participation in Augusta Pre-College SEEP.** High school students selected for participation are responsible for their daily transportation to and from the summer program.

March 2, 2020 is the deadline date for submission of the online application. All supporting application documents must be received by March 8, 2020. Students are strongly encouraged to apply early to ensure that all application materials are received by deadline dates.

A completed SEEP application consists of the following:

- ✓ *Online SEEP Application Submission*
- ✓ *Two Recommendations – Submitted on-line by recommenders*
- ✓ *Official Transcript(s) – If attended more than one high school and/or dual enrolled*
- ✓ *SAT or ACT Score Verification (PSAT will be considered if neither of these tests has been taken; however, accepted students must submit SAT or ACT official scores before the summer program begins)*
- ✓ *Income Verification*
- ✓ *Proof of US Citizenship (Must be US Citizen or have US Permanent Resident status)*
- ✓ *Driver's License or other government issued ID*

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PLEASE CAREFULLY FOLLOW STEP 1 AND STEP 2 BELOW:

STEP 1: COMPLETE THE ONLINE APPLICATION AND UPLOAD SUPPORTING DOCUMENTS:

- A. Go to <http://www.augusta.edu/mcg/students/seep.php> to access the on-line application. **Please read instructions before beginning the online application.**
- B. **Upload Supporting Application Documents.** Supporting documents to be uploaded:
- ✓ Income Verification
 - ✓ Proof of U.S. Citizenship/Lawful Presence
 - ✓ Driver's License or other official government picture ID

Income Verification

Documentation for Income Verification.

- ✓ An official copy of the most recent filed (2019 or 2018) federal income tax statement for parent(s)

Proof of US Citizenship/Lawful Presence (Must be US Citizen or have US Permanent Resident status)

In accordance with [Board of Regents Policy 4.3.4](#), all applicants for admission to Augusta University will be required to provide validation of lawful presence in the United States. Acceptance to the Augusta University/SEEP is conditional until lawful presence is verified. All applicants must submit documentation that verifies his/her lawful presence in the United States. For accepted documents, please see: <http://www.augusta.edu/admissions/lawful-verification.php>

Acceptable Documents for United States Citizens:

- ✓ *A Certified U.S. Birth Certificate showing the student was born in the U.S. or a U.S. territory. *A photocopy is not acceptable. Must mail or bring original to OSMA*
 - ✓ *A U.S. Certificate of Naturalization (USCIS form N-550 or N-570)*
 - ✓ *A U.S. Certificate of Citizenship (USCIS form N-560 or N-561)*
 - ✓ *A U.S. Certificate of Birth Abroad issued by the Department of State (DS-1350) or a Consular Report of Birth Abroad (FS-240).*
 - ✓ *A current U.S. Passport. (photocopy must include the photo page and the following page)*
 - ✓ *A current Driver's License/ID* issued by the State of Georgia after January 1, 2008 (a limited term license/ID or a license/ID issued for a period of less than two years is not acceptable)*
 - ✓ *A current Driver's License* issued by the State of Alabama after August 1, 2000.*
 - ✓ *A current Driver's License* issued by the State of South Carolina after November 1, 2008.*
 - ✓ *A current military ID (service member only, not dependent)*
- *Must have clear photo of documents that are submitted**

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Acceptable Documents for Permanent Residents

- ✓ *A current, valid Permanent Resident Card (USCIS form I-151 or I-551)*
- ✓ *A Form I-797, Notice of Action approval notice with current dates of validity for a Form I-485*

All permanent resident documentation will be reviewed by the Augusta University International and Postdoctoral Service Office (IPSO) prior to acceptance. Upon arrival on campus you are required to present original immigration services documents to OSMA for final review by the IPSO.

Driver's License or Government Issued Photo ID

- ✓ *If using Driver's License (DL) for lawful presence, the applicant only needs to submit one copy of license, however, if the DL is not the lawful presence document used for verification, the DL or other official government ID must still be submitted along with the appropriate lawful presence document.*
- ✓ *Copies of photo ID and other proof of citizenship documents must be clear. Birth certificates must be original copies and should be mailed or hand delivered.*

For some document such as DL or other government issued ID, a scanned copy is acceptable.

****Must have clear photo of documents that are submitted***

STEP 2: OTHER OFFICIAL DOCUMENTS (DO NOT UPLOAD TO APPLICATION)

Official Transcript

Pre-College SEEP applicants must submit an official transcript of all high schools attended. High school applicants who have joint high school and college enrollment must also have an official college transcript submitted in addition to the high school transcript.

Official transcripts may be sent directly to OSMA by the applicant's school counselor/official designee, a college Registrar's Office, or by an official transcript service agency. **All electronic copies of the official transcript must be sent to SEEP@augusta.edu.** For mailed copies of official transcript, please see mailing address found at the end of this document.

Recommendations

Applicants must have two recommenders submit online recommendation (***AFTER you submit your online SEEP application***). Applicants should provide the name and accurate email contact on the SEEP application for each recommender. The recommenders should be familiar with applicant's academic ability and potential for success in our program and as a potential health professional student (preferably completed by science professors and pre-health advisors or counselors). Once the applicant submits the SEEP application, then a link will be sent via email to each recommender listed on the on-line application. It is the responsibility of the applicant to follow-up with recommender to verify that the recommendation was completed and submitted.

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SAT or ACT Test Scores – High School Applicants Only

Applicants must have an official copy of either the SAT or ACT scores submitted to SEEP. Official SAT scores must be submitted from the Educational Testing Services, www.sat.collegeboard.org (866-756-7346) or official ACT scores from www.actstudent.org (319-337-1270). **SAT Augusta University School Code – 5406; ACT Augusta University School Code – 0836.** SEEP will consider the PSAT score if the applicant has not received the official SAT or ACT scores. If accepted into SEEP, the SAT or ACT must be taken and scores submitted before the start date of the summer program.

SEEP Deadlines

>Online SEEP application closes Monday, March 2, 2020.

>March 8, 2020 8 is the final date to receive all supporting documents

It is the applicant's responsibility to make certain that all SEEP application materials are received by the final application date (including the on-line recommendations). *Applicants are strongly encouraged to apply EARLY.*

Please Read The Important Statement Below:

If you do not have all supporting documents available at the time you complete the online SEEP application, we STRONGLY encourage you to submit the application without attachments. Once you have supporting documents available for uploading to your SEEP file, you will be able to log back into the SEEP account you created and submit supporting document that you are allowed to upload. We encourage early application and supporting document submissions.

SEEP MAILING ADDRESS:

*Office of Student & Multicultural Affairs-SEEP
Augusta University
Medical College of Georgia
1120 15th Street, GB-3300
Augusta, Georgia 30912*

For additional information, please contact SEEP@augusta.edu or call 706-721-5515 or 706-721-6113

Providing false or incomplete information on the SEEP application or any of the documents supporting your application for admission to the program can result in denial of admission, invalidation of an acceptance decision, or, following matriculation, administrative disenrollment or dismissal. Students are subject to disenrollment or dismissal for falsifying application information at any time during the summer program.