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). College SEEP is a residential program primarily for Georgia residents; however, a limited number of non-Georgia residents are considered for participation.

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 online by recommenders
- Official Transcript(s) – All colleges attended
- Income Verification
- Proof of US Citizenship (Must be US Citizen or have US Permanent Resident status)
- Driver’s License or other official government issued ID

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](http://www.augusta.edu/mcg/students/seep.php) to access the online 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

**Income Verification**
Documentation for Income Verification.
   - An official copy of the most recent filed (2019 or 2018) federal income tax statement for parent(s)
   - College students who receive Pell grant and/or some other need-based award or scholarship must submit an official copy of their financial aid award letter from institution’s Financial Aid Office for verification.
2020 SEEP COLLEGE INSTRUCTIONS

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 ID* issued by the State of Georgia after January 1, 2008
✓ A current military ID* (service member only, not dependent)
  *Must have clear photo of documents that are submitted

Acceptable Documents for Permanent Residents
✓ A 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 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
✓ U.S. Citizens - 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
2020 SEEP COLLEGE INSTRUCTIONS

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

Official Transcript
Official transcripts may be sent directly to OSMA by college Registrar’s Office or 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 individuals submit an 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 (should be completed by science professors and pre-health advisors). We will not accept recommendations from family members and your peers and friends. Once the applicant submits the SEEP application, then a link will be sent via email to each recommender you list on the on-line application. It is imperative that you provide accurate email information for each recommender when completing the application.

SEEP Deadlines
>Online SEEP application closes Monday, March 2, 2020.
>March 8, 2020 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.