



FINAL ACCEPTANCE Checklist

www.citadel.edu/root/admissions-secure-spot

Congratulations on your acceptance and welcome to the Class of 2025!

The following forms and items are required to secure your spot **after** academic acceptance:

Date Submitted:

___/___/___

1. \$300 Enrollment deposit

Log into [Lesesne Gateway](#) to pay online.

If paying by check please mail to:

The Office of Admissions
171 Moultrie Street
Charleston, SC 29409

(Refundable until 1 May – must submit request in writing via email, fax, or mail)

Date Submitted:

___/___/___

2. Medical History & Physical Exam Forms**

* Due before 1 May

You must be **MEDICALLY APPROVED NLT 15 July** to Matriculate.

Medical Forms can be found at:

mighty.citadel.edu/root/images/admissions/pdf/medical.pdf

Date Approved:

___/___/___

Date Submitted:

___/___/___

3. Drug Test Consent Form **

(Please read, initial, and sign)

Drug Test consent form can be found at:

mighty.citadel.edu/root/images/admissions/pdf/drugtest.pdf

Date Submitted:

___/___/___

4. Official FINAL high school transcript

Due by 1 July after student has graduated.

Must include high school graduation date with senior year grades.

**TRANSFER students only:

Official FINAL college transcript

* Due by 1 July

Date Submitted:

___/___/___

5. Proof of Legal Presence

The state of South Carolina requires all state colleges and universities to verify each student's legal presence in the United States.

Please provide a copy of one of the following documents as soon as possible:

- U.S. birth certificate
- Passport or visa
- SC Driver's License

Note: If the information presented in your admission portfolio changes after it is submitted, you must immediately inform the Office of Admissions in writing. This includes changes in academic coursework, medical/physical status, conduct, etc. Failure to do so may result in revocation of any offer of admission.

Office of Admissions
171 Moultrie St.
Charleston, SC 29409

Office: (843) 953 -5230

admissions@citadel.edu

Fax: (843) 953 - 7036

Please keep copies for your records

Important Dates to remember: 2020-2021

***Dates subject to change**

SEPTEMBER

Application is open for the Class of 2025

OCTOBER

Fill out FAFSA for scholarships, grants, and aid:

<https://fafsa.ed.gov/> use code 003423

NOVEMBER

*Corps of Cadets' Fall/Winter Furlough begins
24 November – January 2021*

Office of Admissions closes for the holidays:

26 November – 27 November

DECEMBER

Office of Admissions closes for the holidays:

22 December – 1 January 2021

JANUARY- APRIL

* Corps of Cadets return in January

Work on your checklist items and submit all paperwork to Admissions@citadel.edu.

These forms can be found here:

<https://www.citadel.edu/root/admissions-secure-spot>

MAY

1 Deposits and Medical paperwork are due

** *Class questionnaire's will be available to students to register for classes (due in June)*

JUNE

1 Most placement exams will open for Incoming students

** Class Questionnaires are due

*** *The Matriculation Headquarters will go live*

JULY

1 Final high school transcripts are due

TBD CSI in session

TBD Fall Sport *Early Athletes* Orientation and Training

** *All students must be medically approved.*

*** *Bills will be posted on Lesesne Gateway*

August

1 Most summer assessments are closed

** **Matriculation Day**
(Please visit **Matriculation Headquarters** for more information)

*** *Bills are due*

IMPORTANT POINTS OF CONTACT

Office of Admissions

www.citadel.edu/admissions

(843)953-5230 fax (843)-953-7036

admissions@citadel.edu

171 Moultrie St

Charleston, SC 29409

Office of the Registrar

www.citadel.edu/registrar

(843) 953-6969 or registrar@citadel.edu

Office of Military and Veterans Services

www.citadel.edu/va-benefits

(843)953-9824 or va_benefits@citadel.edu

Office of the Treasurer

www.citadel.edu/treasurer

(843)953-5254 or TRSR@citadel.edu

Office of Financial Aid & Scholarships

www.citadel.edu/finaid

(843)953-5187 or financial_aid@citadel.edu

Citadel Success Institute (CSI)

www.citadel.edu/csi

(843)953-6773 or csi@citadel.edu / mnorris2@citadel.edu