

**ADMISSIONS CHECKLIST**

We are delighted that you are interested in Biola University's BOLD Program. When all items on this checklist have been received by Admissions, your file will be reviewed. As the applicant, it is your responsibility to see that all admissions file items are sent to the Education Center to which you are applying by the dates written in below.

Targeting \_\_\_\_\_ (term/major)

- FAFSA Form for Financial Aid (allow 4-6 weeks for processing)  
We encourage you to submit your free financial aid application as quickly as possible. Although not a requirement for admission, loans and grants provide a good source of funding for most adult students.\* The federal aid application (FAFSA) may be completed online at [www.fafsa.ed.gov/](http://www.fafsa.ed.gov/). If you have questions, contact your academic counselor or call the Financial Aid Office at 562/903-4742.
- \* Your admissions file must be complete (all items below received) and evaluated before an aid award may be determined.
- \_\_\_  High School Transcript (allow 2 weeks for receipt)  
It is your responsibility to obtain an official transcript from the high school(s) that you attended. It must be mailed directly to the Education Center to which you are applying. A transcript that is given or mailed to you will not be considered official, even if unopened. The transcript must indicate your graduation date. If you did not graduate from high school, an official copy of your GED or CHSPE must be mailed from the appropriate officials directly to the Education Center.
- \_\_\_  College Transcripts (allow 2 weeks for receipt)  
It is your responsibility to obtain transcripts from each college that you have attended. Transcripts must be mailed directly to the Education Center to which you are applying. Transcripts given or mailed to you will not be considered official, even if unopened.
- \_\_\_  Pastoral Reference  
This reference should be completed by the pastor, or someone in a pastoral leadership position at your church who is familiar with your spiritual commitment and Christian walk. If you do not have this sort of relationship, the pastor or someone on staff at the church may be willing to set up an appointment to meet with you and to fill out the reference. The completed form needs to be sent directly to the Education Center by the pastor or lay leader. If a reference cannot be secured, an appointment with a Biblical Studies faculty member may be arranged by contacting your academic counselor.
- \_\_\_  Student Application Form & Application Fee  
Complete all items and questions. A \$35 application fee (non-refundable) must be submitted with your application.
- \_\_\_  Personal Testimony / Statement of Faith  
Complete a 1-2 page, typed testimony / statement of faith. Please respond separately to each of the four points that are listed on the application. A Testimony / Statement of Faith form may also be downloaded from the following location: <http://www.biola.edu/academics/professional-studies/bold/admissions/download/>.
- \_\_\_  Work and Life Experience Form  
Submit the Work and Life Experience form, outlining your experience (post-high school) for the past three or more years that may include jobs, ministry, and volunteer positions.
- \_\_\_  Name Change Documentation (if applicable)  
If your name has changed since high school, you must submit documentation indicating your name change. A copy of your social security card and a copy of your marriage certificate, birth certificate, or other legal document are required.

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- Technology Requirements  
You will need to have access to a computer that has Internet capability (high speed is preferred), software programs for Word, Excel, and PowerPoint (Office 2003 or newer is recommended), as well as an email account (personal or through Biola).