



STEP-BY-STEP UNDERGRADUATE ADMISSIONS PROCESS

**Please send all documents from Step 1. And Step 2. to admissions@beulah.edu once they are ready for submission*

[] Step 1. Application & Proof of Identification

- ❖ Submit the following:
 - Application – Complete online at www.beulah.edu/applynow or use downloadable paper application
 - Application fee - \$50.00 (*non-refundable*)
 - Proof of Identification – Driver’s License, Identification Card, or Passport

[] Step 2. Reference Form

- ❖ Submit the following:
 - Personal Reference Form - The reference form must be completed by a non-family member who has known the student for longer than six months at least.

[] Step 3. Transcript

- ❖ Submit the following:
 - Official transcript (*submit one of the aforementioned items*):
 - Official high school/Secondary school transcript
 - Passing GED test scores or
 - A conferred Associate Degree from an accredited institution
- ❖ Submit through the following methods:

By Mail	Official Electronic Transcript
Beulah Heights University Attn: Admissions Department 892 Berne Street / PO Box 18145 Atlanta, GA 30316	All transcripts must come through a secured database directly to admissions@beulah.edu . <i>(i.e. Parchment, National Student Clearinghouse, Escript-safe, etc...).</i>

Following the receipt of all documents, the Admissions Committee will review all files and notify the student within 7-10 business days.

Domestic Applicants <i>(U.S. Citizen or green card holder)</i>	International Applicants <i>(Applying for the F-1 visa/Form I-20)</i>
Financial Aid recipients: <ul style="list-style-type: none"> ➤ Complete the FAFSA (Free Application for Federal Student Aid) ➤ Go to www.fafsa.ed.gov and complete an application for the current year. School code: 030763 ➤ You may email financialaid@beulah.edu or visit the website at beulah.edu/financialaid. 	Prospective F-1 students: <ul style="list-style-type: none"> ➤ Following program acceptance, prospective international students will be directed to the International Student Affairs Office to begin the process for applying for the F-1 visa/Form I-20 with a Designated School Official. ➤ Please note additional international documents will be required for issuance of the Form I-20.

***Note:** Applying for Financial Aid is not applying to the University. You must complete an Admissions application to be a candidate for Beulah Heights University.*

Developing Global Leaders through Christ-Centered Education

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