A MESSAGE FROM THE DIRECTOR OF ADMISSIONS

GREETINGS

Congratulations on your admission to Spelman College! For over 140 years, Spelman has proudly welcomed young women into the Spelman Sisterhood, and I am excited for you to be a part of this great tradition. As a member of the Class of 2028, you will join an exceptional community of scholars that comprises more than 2,300 students from 41 states and 15 foreign countries.

At Spelman, you are empowered to engage the many cultures of the world and commit to positive social change through service. Spelman alumnae have gone on to be change agents in the fields of medicine, engineering, technology, literature and the arts. During your time at Spelman, you will grow exponentially and chart your own path as you pursue your academic and personal goals. Before you embark on your journey you must first complete several required steps.

This booklet is designed to guide you through the process of enrolling in Spelman. Please refer to it often to ensure that all requirements are completed by the appropriate deadlines. Departmental contact information and detailed instructions are included. Congratulations again and I look forward to welcoming you on campus!

In sisterhood,

Chelsea Holley
Director of Admissions
ENROLLMENT CONFIRMATION

Spelman is a private, independent historically Black women’s, liberal arts college. With a strong tradition of excellence, Spelman College selectively admits and enrolls qualified female candidates, regardless of race, color, religious affiliation, national or ethnic origin, physical challenges, or sexual orientation.

Admission to Spelman is done on a very selective basis. All admitted students are expected to maintain the level of academic achievement presented in their applications until their graduation from high school. A final transcript with a grade lower than a “C” is subject to re-evaluation by the Admissions Committee, at which time they may recommend that our invitation to enroll be withdrawn.

Your space in the class and placement in the residence halls are contingent upon the following:

- All required fees may be submitted by certified check, money order, or cashier’s check. Please make sure that the student’s name and Spelman ID number is written clearly on the memo line of the check or money order to ensure appropriate processing.

- To Pay by Credit/Debit Card go to: www.spelman.edu/enrolldeposit

FINANCIAL ASSISTANCE AND SCHOLARSHIPS

For consideration, students entering Spelman College must list Spelman’s school code (001594) on the Free Application for Federal Student Aid (FAFSA). The FAFSA online form is available at www.fafsa.ed.gov.

- FAFSA online form will be available by January 1st.
- The deadline to submit the FAFSA for priority consideration is March 1st.

Please note that institutional scholarship recipients are selected by the Office of Admissions, using information submitted with the application for admission. If you have any questions about financial aid opportunities, please contact the appropriate financial aid counselor in the Office of Financial Aid.

IMPORTANT INFORMATION FOR FINANCIAL AID APPLICANTS

- Students should apply for a FAFSA personal identification number (PIN) before initiating the aid application at www.pin.ed.gov
- Complete the Free Application for Federal Student Aid (FAFSA) at studentaid.gov
- The Spelman College school code is 001594
- Please make sure social security numbers are correct.
- Remember to provide your full legal name. Common errors like using nicknames or middle name instead of your first name can cause processing delays
- Make sure both the student and parent/guardian sign the FAFSA form.

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<thead>
<tr>
<th>LAST NAME</th>
<th>ADVISORS</th>
<th>DIRECT NUMBER</th>
<th>EMAIL ADDRESS</th>
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<tbody>
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TYPES OF AID

Financial aid comes from a variety of sources, including federal and state governments and Spelman College, and takes a variety of forms such as:

- Federal and state loans and grants
- Private grants and scholarships
- Private loans
- Institutional aid
- Work-study programs
The health and safety of our community is important to us. All students are required to complete and submit the Pre-Entrance Health Form which is only available online at www.spelman.edu/healthform.

Completion of this form is an important step in our check-in process for all new students. Students are not allowed to move into a residence hall, participate in orientation programs, or register for classes without a completed health packet on file with the Department of Student Health Services.

The health packet must be submitted to the Department of Student Health Services (SHS) no later than June 1.

- Some immunizations required by Spelman College are not required in every state, so it is important for you to review required immunizations with your doctor as soon as possible.
- SHS requires a doctor’s original signature on this document. We are unable to accept faxed or electronically transmitted forms.

IF YOU HAVE QUESTIONS, Please contact the Department of Student Health Services at 404-270-5249.

All first-year students are required to live on campus if they meet communicated deadlines and expectations in a timely fashion. Only those students who have accepted their admission and deposited with the College will be able to access the Online Housing Application and Housing Lease which will open on April 1st. Once students have submitted a housing application and a signed housing lease, they will be eligible to participate in the room reservation process. Students will need their Spelman username and password to access the system. These credentials are provided by the Admissions Office after the enrollment deposit has been processed.

It is possible that some students may be placed on a waitlist for on-campus housing if they complete the housing application later in the process or the size of the incoming class is particularly large. If this occurs, students will be assigned as quickly as possible as rooms become available.

Any individual who misses the May 6th deadline to complete a housing application will not be eligible to live on campus.

Both the housing application and housing room reservation process are found online on the Housing Dashboard at www.spelman.edu/housing. All correspondence related to the room reservation process and housing assignments will be sent to the student’s Spelman email address.

Students who require a room assignment to address a medical need must complete appropriate documentation with the Spelman College Student Access Center. All guidelines and forms for the medical accommodation process can be found online at: https://www.spelman.edu/student-life/health-and-wellness/student-access-center/registration-and-renewal. Any approved medical accommodation will be communicated to the Housing & Residence Life office. If an accommodation cannot be met immediately, the student will be placed on a priority wait list for the type of room needed. You are strongly encouraged to complete this process as soon as possible for the greatest likelihood that your medical accommodation can be met.
Housing cannot be guaranteed for transfer students. Transfer students may submit the online housing application and lease to indicate their interest in living on campus. If housing becomes available, priority in assignment is given to transfer students under 20 years of age. Transfer students are strongly encouraged to investigate off-campus housing in the local community. General resources for commuter students can be found online at https://www.spelman.edu/student-life/commuter-students.

Students will not indicate residence hall preferences or desired roommates. They will select their assignment from available rooms during the room reservation process.

Students with approved medical accommodations are expected to select a room that meets their medical needs.

The Housing and Residence Life office will not manage preferred roommate assignments. Students hoping to live together must communicate with one another and coordinate their room selection for that purpose.

The ability to live with your preferred roommate is not guaranteed.

Students who complete the requirements for assignment later in the process may be placed on a waiting list or in a temporary assignment until a permanent assignment becomes available.

Students who miss the May 6th housing application deadline will not be eligible to live on campus at Spelman.

**IMPORTANT INFORMATION ABOUT THE HOUSING ROOM RESERVATION PROCESS**

SpelBound is a one day program designed for newly admitted first year students and their families. Space is limited.

More information can be found at: www.spelman.edu/spelbound

### IMPORTANT INFORMATION ABOUT THE HOUSING ROOM RESERVATION PROCESS FOR TRANSFER STUDENTS

**IMPORTANT DATES FOR ENROLLING STUDENTS**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>April 1, 2024</td>
<td>Housing Application and room reservation process opens on the Housing Dashboard at <a href="http://www.spelman.edu/housing">www.spelman.edu/housing</a></td>
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<tr>
<td>April 20, 2024</td>
<td>SpelBound: A one day campus visit program for newly admitted first year students.</td>
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<tr>
<td>May 1, 2024</td>
<td>Deadline for the following items: Enrollment Confirmation Form, Non-refundable $500 Enrollment Fee</td>
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<td>May 6, 2024</td>
<td>Deadline for online housing application</td>
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<td>June 1, 2024</td>
<td>Deadline for Pre-Entrance Health Forms and immunization records</td>
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<td>July 1, 2024</td>
<td>First Year Students: Final high school and/or college transcripts must be received by the Office of Admissions</td>
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<tr>
<td>July 15, 2024</td>
<td>Health Insurance Waiver Due</td>
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<tr>
<td>August 1, 2024</td>
<td>Transfer Students: Final college transcripts must be received by the Office of Admissions</td>
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