

# WELCOME TO TROY UNIVERSITY

## INTERNATIONAL APPLICATION/ADMISSION GUIDE

This document has been created to assist you in the **step-by-step guide** how to apply for International Undergraduate and Graduate admission. Students seeking conditional admission with ESL (English) start should complete the guide below. This document follows the outline below:

- **Getting started;**
  - **Learn about TROY;**
  - **How to create your profile;**
  - **Complete your application;**
  - **Required documents check list by level; and**
  - **Checking your application status;**
  - **Document Check List.**
- 
- **For ESL (English as a Second Language) ONLY application:**

This document ONLY relates to International Undergraduate and International Graduate applications. If you wish to apply for ESL ONLY (with no academic program), please contact [esl@troy.edu](mailto:esl@troy.edu) for paper application.

**Let's get started – please go to [www.troy.edu](http://www.troy.edu)**

Updated December 2016.

Continue on the next page:

## GETTING STARTED

Go to your Internet browser and type: [www.troy.edu](http://www.troy.edu)

Students Disability Services | Email | Blackboard | Web Express

1(800) 414 5756 Chat Contact

search...

WEBSITE DIRECTORY ASK TROY

troy.edu Future Students Academics Online Learning Student Life Locations Outreach Athletics Alumni Giving Student/Faculty & Staff

# WARRIORS KNOW THEIR BUSINESS

U.S. News and World Report named Troy University's Online Graduate Business Programs to the Best for Veterans list.

UNDERGRADUATE Students

GRADUATE Students

INTERNATIONAL Programs

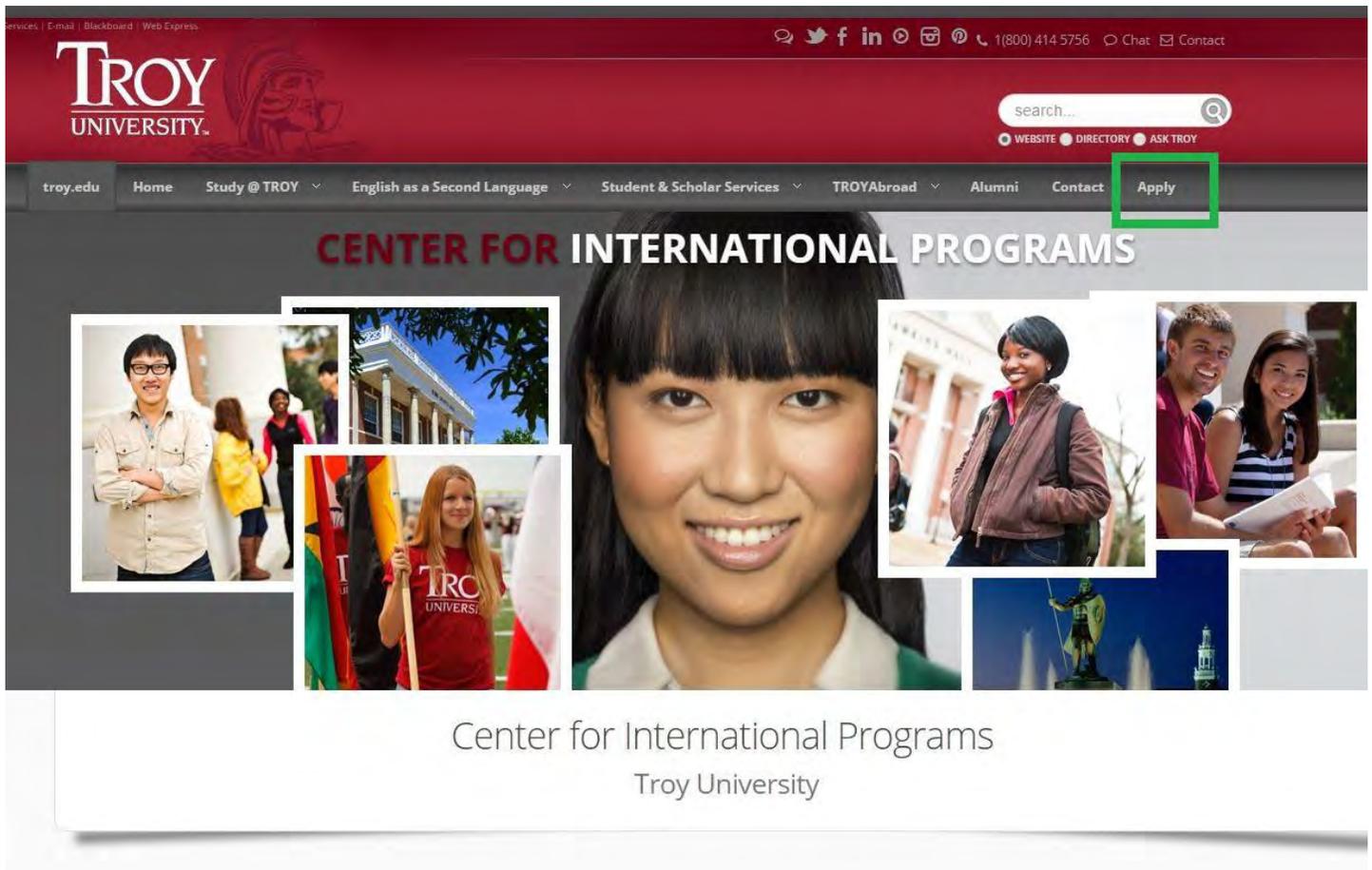
FINANCING YOUR College Education

MILITARY Students

Click **GREEN MARK** Admission to follow the direct path on the International Admission... (Next page).

## INTERNATIONAL ADMISSION & LEARN ABOUT TROY

On the International Admission website. Here you can review the general admission process, specific requirements, news feed, check the programs Troy University offer and most important... start your application process by creating your “Apply” in the top right corner:



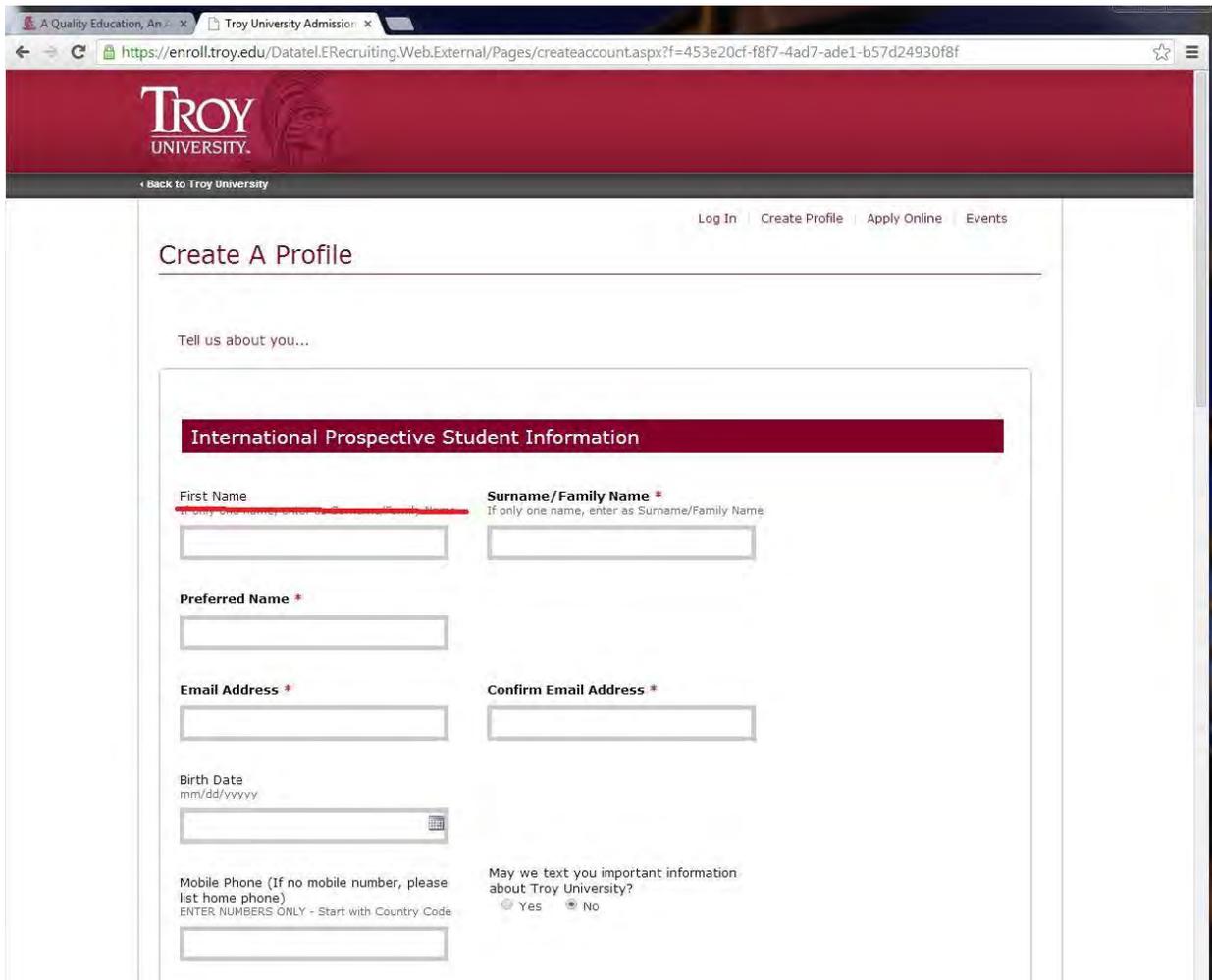
The image is a screenshot of the Troy University website. At the top, there is a dark red header with the Troy University logo on the left and social media icons, a phone number (1(800) 414 5756), and a chat/contact icon on the right. Below the header is a navigation menu with links for 'troy.edu', 'Home', 'Study @ TROY', 'English as a Second Language', 'Student & Scholar Services', 'TROYAbroad', 'Alumni', 'Contact', and 'Apply'. The 'Apply' link is highlighted with a green rectangular box. Below the navigation menu is a large banner for the 'CENTER FOR INTERNATIONAL PROGRAMS' featuring a collage of photos of international students and campus scenes. At the bottom of the banner, the text 'Center for International Programs' and 'Troy University' is displayed.

Click **GREEN MARK** to start by creating your myTROYu profile, which allows you to apply (next page).

## CREATE YOUR MYTROYU PROFILE

This is the top part of the profile creation page...

**NOTE: PROFILE MUST BE UNIQUE AND CONTAIN ONLY ONE STUDENTS IDENTIFICATION DETAILS (PLEASE DO NOT ENTER AGENT OR PARTNER CONTACT DETAILS IN THE PROFILE).**



The screenshot shows a web browser window with the URL <https://enroll.troy.edu/Datatel.ERecruiting.Web.External/Pages/createaccount.aspx?f=453e20cf-f8f7-4ad7-ade1-b57d24930f8f>. The page features the Troy University logo and navigation links: Log In, Create Profile, Apply Online, and Events. The main heading is "Create A Profile" with a sub-heading "Tell us about you...". A red banner highlights the "International Prospective Student Information" section. The form includes the following fields and options:

- First Name** (with a red underline) and **Surname/Family Name \*** (with a note: "If only one name, enter as Surname/Family Name").
- Preferred Name \***
- Email Address \*** and **Confirm Email Address \***
- Birth Date** (format: mm/dd/yyyy) with a calendar icon.
- Mobile Phone** (with instructions: "If no mobile number, please list home phone" and "ENTER NUMBERS ONLY - Start with Country Code").
- A checkbox for "May we text you important information about Troy University?" with radio buttons for "Yes" and "No".

Enter your name as it appears on your passport. If you only have one name or no first name, enter your name in the Surname/Family box.

Email Address: The e-mail address you use, must be unique and one that you check regularly as that is how we will communicate with you.

Mobile phone: If you enter a mobile number (F.ex. China: 86.....), enter only the numbers, do not enter characters such as +/-/: or space. If you are ok to received text/sms messages check YES, otherwise leave as no

We must have a valid phone as this is required as contact when shipping your documents.

## CREATE YOUR MYTROYU PROFILE (Cont.)

Middle part of your profile:

The screenshot shows a web browser window with the URL <https://enroll.troy.edu/Datatel.ERecruiting.Web.External/Pages/createaccount.aspx?f=453e20cf-f8f7-4ad7-ade1-b57d24930f8f>. The form contains the following fields and options:

- Birth Date**: Input field with format `mm/dd/yyyy` and a calendar icon.
- Mobile Phone**: Input field with instructions: "Mobile Phone (If no mobile number, please list home phone) ENTER NUMBERS ONLY - Start with Country Code".
- Secondary Phone**: Input field.
- Address \***: A large input field highlighted with a yellow border.
- City \***: Input field.
- Check if address is outside of U.S. or Canada**: A checkbox that is checked, highlighted with a yellow border.
- Address (Enter FULL street address)**: A large input field highlighted with a blue border.
- Country**: A dropdown menu.

Complete your **home Address** (This cannot be a PO or GPO)

NOTE: Partners, please make sure to enter **student's home address** here.

Re-enter full **home Address** including: street, number, city, postal/zip code and province/state.

## CREATE YOUR MYTROYU PROFILE (Cont.)

Complete the last part of your profile:

The screenshot shows a web browser window with the URL <https://enroll.troy.edu/Datatel.ERecruiting.Web.External/Pages/createaccount.aspx?f=453e20cf-f8f7-4ad7-ade1-b57d24930f8f>. The page contains the following form elements:

- Country: A dropdown menu.
- Anticipated Location \*: A dropdown menu, highlighted with a yellow box.
- Academic Level of Interest: A dropdown menu.
- Academic Program of Interest: A dropdown menu.
- Anticipated Start Date \*: A dropdown menu, highlighted with a yellow box.
- Account Information section (highlighted with a blue box):
  - Password \*: A text input field.
  - Confirm Password \*: A text input field.
  - Password Question \*: A text input field with a note: "If you forget your password, we will ask you this question in order to reset it."
  - Password Answer \*: A text input field with a note: "If you forget your password, you must provide this answer in order to reset it."
- Create Profile: A button highlighted with a green box.

Complete your choices in the **YELLOW MARK**. Learn more about the options on the web.  
**NOTE: Summer** should ONLY be option if you know you need to study ESL prior to your academic studies.

Complete the **BLUE MARK** section. Note that you can change your password once you are in your myTROYu profile.

Click the **GREEN MARK** to complete your profile creation.

The next page will be **your myTROYu profile page**. You can continue to explore here, but **REMEMBER** – you still need to complete your application!

## YOUR MYTROYU PROFILE (Top View)

Now that you have created your myTROYu profile, there is a number of options for you, most important, make sure to continue and submit your actual application.

The screenshot shows the 'My Profile' page on the Troy University website. The page has a dark red header with the Troy University logo and a navigation bar with 'Log Out', 'My Profile', 'Apply Online' (highlighted in green), and 'Events' (highlighted in blue). The main content area is titled 'My Profile' and contains a welcome message, a profile form, and contact information. The profile form includes fields for 'Anticipated Entry Term' (Fall Semester 2014), 'Academic Program of Interest' (Computer Science (Non-Thesis Option)), 'Mobile Phone' (0013346703335), and 'Secondary Phone'. The 'Update Profile' and 'Change Password' buttons are highlighted in yellow. The 'Events' section at the bottom left shows a message 'You are not currently registered for any events.' and a 'View Upcoming Events' button highlighted in blue. The 'Contact Us' section on the right lists contact information for the Admissions Office, including phone numbers for various campuses and the email 'ask@troy.edu'. A red box highlights the 'International Students' contact information: 'International Students: 1-334-670-3335' and 'intladm@troy.edu'.

Clicking the **GREEN MARK** to start your application... you must complete the application as a first step in getting admission to Troy University.

Navigate the **YELLOW MARK** to change your password or update your profile. Updating profile should be avoided after your application has been submitted.

Click the **BLUE MARK** to view upcoming events, this may have limited use.

The **RED MARK** is the contact information to International Office. Please use the e-mail if you have questions... ALL required documents should be sent to [intladm@troy.edu](mailto:intladm@troy.edu)

## YOUR MYTROYU PROFILE (Lower View)

The lower view of your myTROYu profile will look like this:

The screenshot displays a user's profile page with several sections:

- Secondary Phone:** A light blue box at the top left.
- Events:** A dark red box below the phone section, containing the text "You are not currently registered for any events." and a "View Upcoming Events" link.
- Next Steps:** A dark red box containing a list of four steps:
  1. Create a Profile (Completed, with a checkmark icon)
  2. Start an Application (Highlighted with a green border)
  3. Complete an Application
  4. Submit Supplemental Items
- Admissions Office:** Contact information for various campuses and international students, including phone numbers and email addresses.
- Troy University Facebook Plugin:** A social media widget showing the university's profile and a grid of user avatars.

The **YELLOW MARKED** area is your application process... you will see check marks as you develop your application and submit your required documents.

Click on the **GREEN MARK** area or the apply online reference at the top of the profile page to start your application.

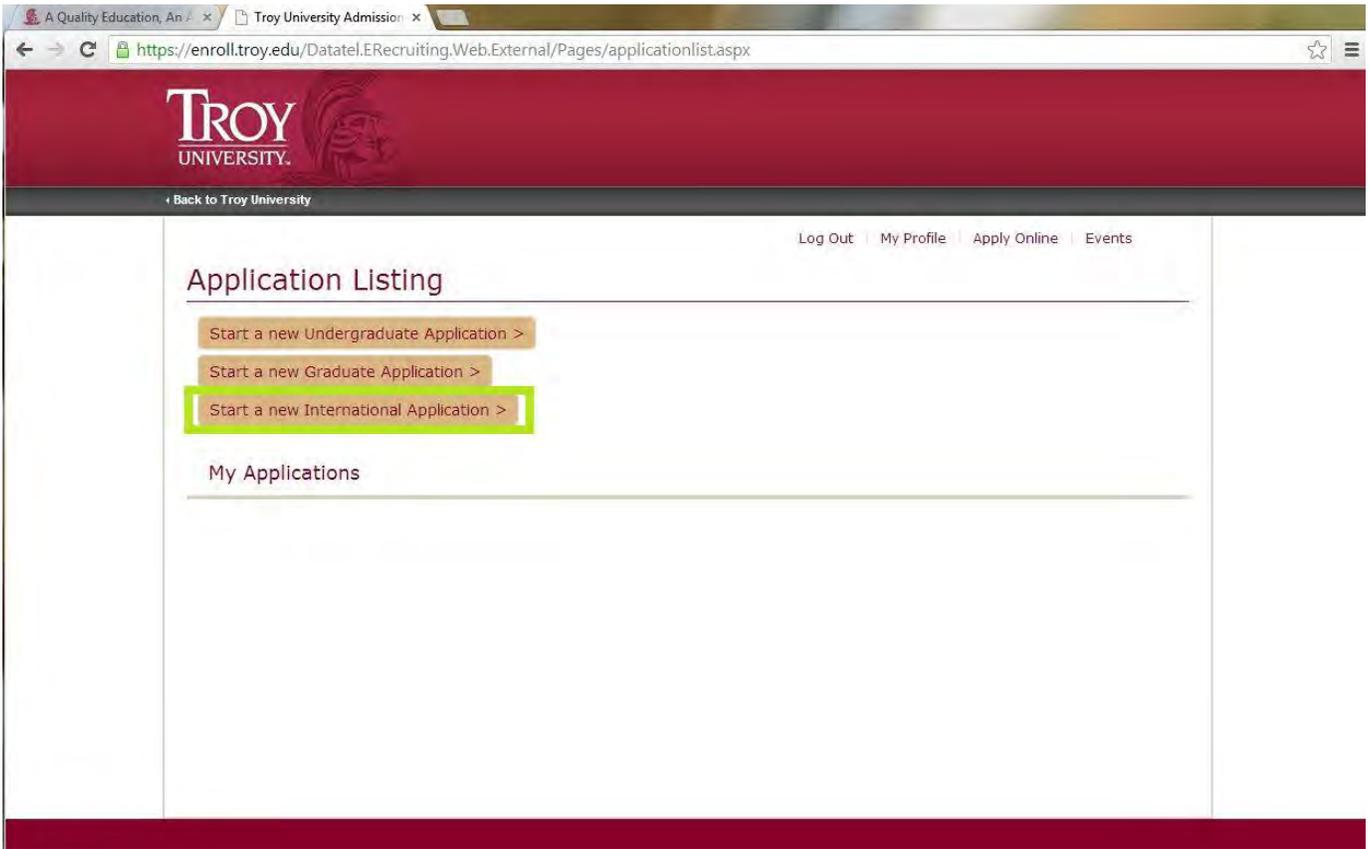
**DON'T STOP NOW...**

**CONTINUE TO START & SUBMIT YOUR APPLICATION...**

**THE NEXT FEW PAGES EXPLAIN THE ACTUAL APPLICATION:**

# APPLICATION CHOICES

Before starting your application, you must determine your demographic status:



As a **FOREIGN STUDENT** you are define as **INTERNAIONAL**. If you have or need a student visa to study in the United States, then click the **GREEN MARK** area to start your application, regardless of what level you plan to study.

If you hold a Legal Permanent Residence status (Green Card) or is a United States national, then please choose the appropriate application level other than **INTERNATIONAL**.

## **YOUR APPLICATION STARTS ON THE NEXT PAGE...**

The application contains five sections, most of which has already been completed in your profile. The sections are: Personal, Plans, Demographics, Academics and Writing & Signature...completing the sections should not take more than 5-10 minutes.

**NOTE – ONLY ONE APPLICATION PER PROFILE!!**

# APPLICATION (Personal - Top View)

Review and complete as needed. Again, ensure the address fields have been completed.

Back to Troy University

Log Out | My Profile | Apply Online | Events

## Online Application

**Personal**

Plans

Demographics

Academics

Writing & Signature

Please enter your information in each of the following sections. Fields with a red asterisk (\*) are required and must be completed before you can submit your application. Additional questions may become required based on your answers to a previous question.

### Name

First Name

Surname/Last Name \* Middle Name

Preferred Name \*

### Permanent Address

Check if address is outside of U.S. or Canada \*

Address \*

Address (cont)

City \*

Confirm Address of Residence

Enter the 3rd line of the foreign address as it appears on the mailing label (typically province and postal code).

Country

## APPLICATION (Personal - Low View)

Continue the lower part of the Personal page...

The screenshot shows two sections of a web form. The first section, 'Contact Information', has a dark red header. It contains two columns of text input fields: 'Mobile Phone' and 'Secondary Phone', both containing the number '0013346703335'. Below these is an 'Email Address \*' field containing 'plundbye@hotmail.com'. The second section, 'Mailing Address', is highlighted with a blue border and has a dark red header. It starts with a checked checkbox labeled 'Check if address is outside of U.S. or Canada'. Below this are several input fields: 'Address' (with a placeholder 'Enter ONLY if you want documents sent to another address than home.'), 'Address (cont)', 'City' (with a placeholder 'Enter Mail Address'), 'Foreign Address Line' (with a placeholder 'Enter FULL mail address including: street, number, city, postal (zip) code, state/province'), and a 'Country' dropdown menu currently set to 'Denmark'. At the bottom right of the form are two buttons: 'Save Application' (highlighted in yellow) and 'Save & Continue' (highlighted in green).

In the **BLUE MARK** you can enter a Mailing Address if you wish your admission documents sent to another address than your current/home address.

In every section you can **Save Application**, log out and return later to complete it.

If ready to move on, click the **GREEN MARK** to save and continue.

Continue Page 2 of the Application

## APPLICATION (Plans)

Personal

Plans

Demographics

Academics

Writing & Signature

Please enter your information in each of the following sections. Fields with a red asterisk (\*) are required and must be completed before you can submit your application. Additional questions may become required based on your answers to a previous question.

### Academic Plans

**Location \***  
Troy, AL ▼

**Academic Level \***  
Graduate ▼

**Admit Type**  
First Masters ▼

**Academic Program \***  
Computer Science (Non-Thesis) ▼

**Anticipated Entry Term \***  
Fall Semester 2014 ▼

### Additional Information

Have you previously applied?  
 Yes  No

[Previous Page](#) [Save Application](#) [Save & Continue](#)

The **YELLOW MARK** area should already be pre-populated, if incorrect or change is desired, you can make those here.

In the **BLUE AREA** you can inform us if you have previously applied to Troy University.

In the **RED AREA** you can save your application or navigate to previous page.

Click the **GREEN MARK** to save and continue to the next page.

## APPLICATION (Demographics)

The demographics page is very important. Please complete entire page, the details similar to your passport **MUST** match as they are used by the US Government for your student visa.

Please enter your information in each of the following sections. Fields with a red asterisk (\*) are required and must be completed before you can submit your application. Additional questions may become required based on your answers to a previous question.

**Citizenship**

**Are you a US Citizen \***  
 Yes  No

Currently living in the U.S.  
 Yes  No

Citizenship  
Denmark ▼

Country of Residence  
Denmark ▼

Date of Birth (mm/dd/yyyy)  
7/19/1984

Gender  
Unknown ▼

Country of Birth  
Denmark ▼

City of Birth

Previous Page Save Application Save & Continue

In the **YELLOW AREA** ensure that ALL details are correct... If you hold a US passport or US Legal Permanent Residence Card (Green Card), then you are on the wrong application – please return to profile and restart the domestic application process. If you are currently in the US on a visa, then complete as needed.

In the **RED AREA** you can save your application or navigate to previous page.

Click the **GREEN MARK** to save and continue to the next page.

**NOTE: DO NOT CHECK YES TO US CITIZEN OR IN THE US UNLESS YOU ACTUALLY ARE!**

# APPLICATION (Demographics)

Complete your school details as needed... Don't use the search unless your school was in the United States. Only the last High School you attended is needed... For college enter all university level institutions you attended in order.

High School expanded

This screenshot shows the 'Demographics' section of the application form. The 'High School Credit' section is expanded, showing a list of high schools. The first entry is 'High School 1'. Below the list, there are fields for 'Country', 'City', and 'Unlisted School Name and Address'. There are also dropdown menus for 'Attended From Month', 'Attended From Year', 'Attended To Month', and 'Attended To Year', and a 'Graduated' dropdown. A red asterisk (\*) is present next to the 'Country' field. At the bottom of the section, there is a red button labeled 'Add Another High School'.

College expanded

This screenshot shows the 'College Credit' section of the application form. The 'College 1' entry is expanded, showing fields for 'Country', 'City', and 'Unlisted School Name and Address'. There are also dropdown menus for 'Attended From Month', 'Attended From Year', 'Attended To Month', and 'Attended To Year', and a 'Graduated' dropdown. A red asterisk (\*) is present next to the 'Country' field. At the bottom of the section, there is a red button labeled 'Add Another College'. At the bottom of the entire form, there are three buttons: 'Previous Page', 'Save Application', and 'Save & Continue'. The 'Save & Continue' button is highlighted with a green border.

In the **RED AREA** you can save your application or navigate to previous page.

Click the **GREEN MARK** to save and continue to the next page.

Continue to the Last Page of the Application

## APPLICATION (Writing & Signature - Top View)

The last page of the application serves two purposes... identifying your reference (if any)... If you are an **agency** or **partner school**, your official details go in this part. Please ensure the address entered for the student is not your office address.

Personal	<p>Please enter your information in each of the following sections. Fields with a red asterisk (*) are required and must be completed before you can submit your application. Additional questions may become required based on your answers to a previous question.</p> <div style="border: 2px solid blue; padding: 10px;"><h3 style="background-color: #800040; color: white; margin: 0;">Reference Contact</h3><table><tr><td><b>Agency/Friend First Name</b> <small>If only one name, please enter the name in field "Agency/Friend First Name"</small></td><td><b>Agency/Friend Last Name</b> <small>If only one name, please enter the name in field "Agency/Friend First Name"</small></td></tr><tr><td><input type="text"/></td><td><input type="text"/></td></tr><tr><td><b>Agency/Friend Email</b></td><td><b>Agency/Friend Phone Number</b></td></tr><tr><td><input type="text"/></td><td><input type="text"/></td></tr><tr><td colspan="2"><input type="checkbox"/> Check if address is outside of U.S. or Canada</td></tr><tr><td colspan="2"><b>Address</b> <input type="text"/></td></tr><tr><td colspan="2"><b>Address (cont)</b> <input type="text"/></td></tr><tr><td colspan="2"><b>City</b> <input type="text"/></td></tr><tr><td><b>State / Province</b></td><td><b>Zip/Postal Code</b></td></tr><tr><td><input type="text"/></td><td><input type="text"/></td></tr></table></div>	<b>Agency/Friend First Name</b> <small>If only one name, please enter the name in field "Agency/Friend First Name"</small>	<b>Agency/Friend Last Name</b> <small>If only one name, please enter the name in field "Agency/Friend First Name"</small>	<input type="text"/>	<input type="text"/>	<b>Agency/Friend Email</b>	<b>Agency/Friend Phone Number</b>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Check if address is outside of U.S. or Canada		<b>Address</b> <input type="text"/>		<b>Address (cont)</b> <input type="text"/>		<b>City</b> <input type="text"/>		<b>State / Province</b>	<b>Zip/Postal Code</b>	<input type="text"/>	<input type="text"/>
<b>Agency/Friend First Name</b> <small>If only one name, please enter the name in field "Agency/Friend First Name"</small>		<b>Agency/Friend Last Name</b> <small>If only one name, please enter the name in field "Agency/Friend First Name"</small>																			
<input type="text"/>		<input type="text"/>																			
<b>Agency/Friend Email</b>		<b>Agency/Friend Phone Number</b>																			
<input type="text"/>		<input type="text"/>																			
<input type="checkbox"/> Check if address is outside of U.S. or Canada																					
<b>Address</b> <input type="text"/>																					
<b>Address (cont)</b> <input type="text"/>																					
<b>City</b> <input type="text"/>																					
<b>State / Province</b>	<b>Zip/Postal Code</b>																				
<input type="text"/>	<input type="text"/>																				
Plans																					
Demographics																					
Academics																					
<b>Writing &amp; Signature</b>																					

Following the **BLUE MARK** to complete your reference details.

## APPLICATION (Writing & Signature - Low View)

The final part of the application before submitting...

The screenshot shows a web form titled "Certification" with a blue border. It contains four certification questions, each with a "Yes" and "No" radio button. Below the questions is a text box for an electronic signature and a date field. At the bottom, there are three buttons: "Previous Page" (red), "Save Application" (red), and "Submit Application" (green).

**Certification**

Please affirm the following before you submit your application.

**Do you certify the following? \***  
I understand that once my application has been submitted it may NOT be altered in any way.  
 Yes  No

**Do you certify the following? \***  
I certify that all of the information submitted in the application is my own work, factually true, and honestly presented. I authorize all schools attended to release all requested records and authorize review of my application. I understand that I may be subject to a range of possible disciplinary actions, including admission revocation or expulsion, should the information I certified be false.  
 Yes  No

**Do you certify the following? \***  
I understand that an offer of admission is conditional, pending receipt of final transcripts showing work comparable in quality to that upon which the offer was based.  
 Yes  No

**Do you certify the following? \***  
I certify that upon enrollment at Troy University I agree to be liable for all debts incurred. I agree to reimburse Troy University the fees of any collection agency, which may be based on a percentage at a maximum of 33.3% of the debt, and all costs and expenses, including reasonable attorney's fees, incurred in such a collection effort.  
 Yes  No

The electronic signature consists simply of your name, typed by you on your keyboard. The signature is your confirmation that the application you have filled out is your own work and the information is factually true. Once you type in your name, this will count as your electronic signature.

**Signature \***

**Signature Date \***

[Previous Page](#) [Save Application](#) [Submit Application](#)

The **BLUE AREA** covers the certification that you must agree to.

You also MUST digitally sign the **YELLOW AREA**.

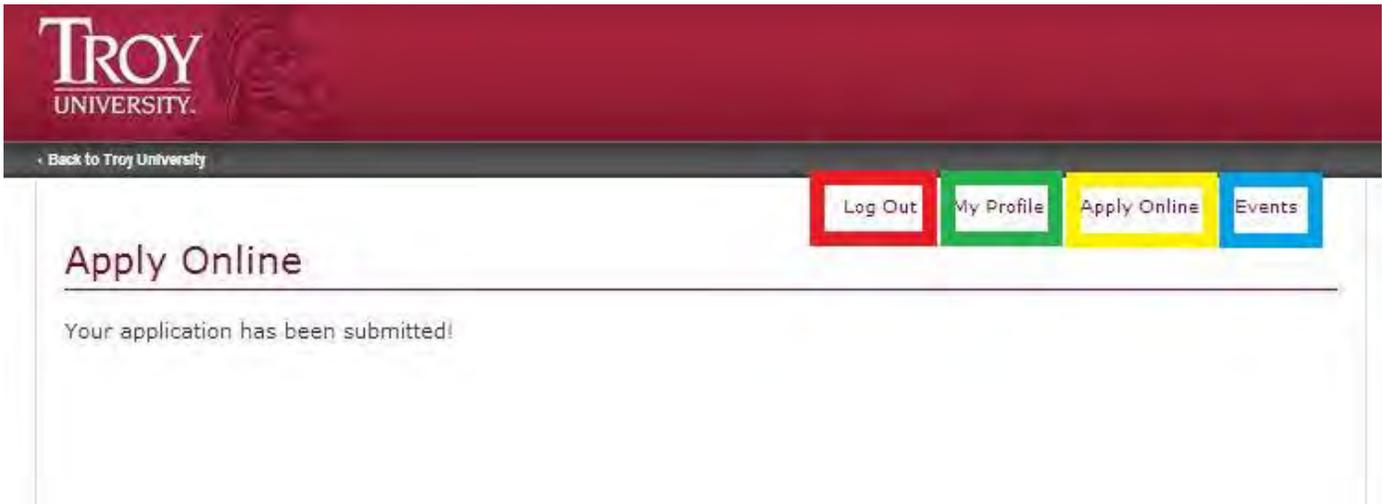
In the **RED AREA** you can save your application or navigate to previous page.

Click the **GREEN MARK** to submit your application.

Continue to learn what is next...

## CONGRATULATION: APPLICATION SUBMITTED

This is the screen you will see if your application has submitted correct.



Click **BLEU MARK** for event details... there will be very few international events listed.

If you click the **YELLOW MARK** you will get to the screen where you can check supplemental items. At the supplemental items, please allow 5-10 working days for evaluation to complete and update your document list.

**NOTE:** The supplemental items please shows what is required for FULL UNCONDITIONAL ADMISSION when you submit your application.

Clicking the **GREEN MARK** will take you back to your myTROYu profile dashboard screen... You can always return to your profile screen to learn more about TROY and your application. See the next page for screen view.

If you are done for click the **RED MARK** to log out of your application.

**NOTE – IF YOU MADE A MISTAKE AND NOTICE IT AFTER YOU HAVE SUBMITTED YOUR APPLICATION... PLEASE CONTACT [INTLADM@TROY.EDU](mailto:INTLADM@TROY.EDU)**

**DO NOT CREATE ANOTHER PROFILE OR APPLICATION!!**

# YOUR MYTROYU PROFILE: APPLICATION SUBMITTED

## My Profile

Welcome, Test! Troy University has a rich tradition of serving students, the community, and the world since 1887. Excellent instruction, unique student leadership opportunities, and Division 1 athletics are at the core of the TROY experience. Let's get started! Thank you for completing your profile!

### My Profile

Intttest Intttest

Enter Home Address

Enter Full Address with: Street,  
City, Postal (zip) Code,  
State/Province  
Home City

Denmark

#### Mobile Phone

0013346703335

#### Secondary Phone

0013346703335

**Anticipated Entry Term**  
Fall Semester 2014

#### Academic Program of Interest

Computer Science (Non-Thesis Option)

[Update Profile](#) [Change Password](#)

## Events

You are not currently registered for any events.

[View Upcoming Events](#)

### International Application

<input checked="" type="checkbox"/>	1. Create a Profile	Created On	4/4/2014
<input checked="" type="checkbox"/>	2. Start an Application	Started On	4/4/2014
<input checked="" type="checkbox"/>	3. Complete an Application	Completed On	4/4/2014
<input type="checkbox"/>	4. Submit Supplemental Items	0/1 required items received	

[View Application](#)

[Create a New Application](#)

## Trojans One and All!



We wear the name Trojans proudly. Whether you are a beginning freshman, or a working adult focused on degree completion, you become part of a world-wide family, sharing a common experience that is life-changing.

## Contact Us

Admissions Office

Troy Campus: 1-800-551-9716  
Phenix City Campus: 1-866-876-9787  
Montgomery Campus: 1-800-355-8786  
Dothan Campus: 1-866-291-0317  
Global Campus:  
(online programs and all other sites)  
1-800-414-5756  
[ask@troy.edu](mailto:ask@troy.edu)

International Students: 1-334-670-3335  
[intladm@troy.edu](mailto:intladm@troy.edu)



Troy University



31,271 people like Troy University.



Facebook social plugin

The **GREEN MARK** will show when you application was submitted.

On the **YELLOW MARK** you can click and see status of Supplemental Items (required documents needed for admission) – see screen below for view.

# YOUR APPLICATION STATUS

Once you start submitting your documents, you can follow the review on the Supplemental Items list...

Back to Troy University

Log Out | My Profile | Apply Online | Events

## Supplemental Items Listing

< Back to My Account

### Supplemental Items

Item	Description	Submission Status	Attachment
College Transcript 1	Unlisted College		
College Transcript 1	Unlisted College		
International English Proficiency Test	IELTS 7.5	Received	
International Financial Statement *	Financial/bank statement for international applicants	Received	
International High School Diploma/Certificate *	High School diploma or certificate for international applicants		
International High School Transcript or Mark Sheet *			
International ID Verification *	ID verification for international applicants		
International Sponsor Letter *	Own Bank Statement	Waived	

### Recommendation Requests

There are currently no recommendation requests associated with this application.

In the **BLUE MARKED** description you may find notes from admission.

The **YELLOW MARKED** area will show the status as updating... please allow 5-10 working days for update from the time you have submitted your documents.

### Status terminology:

- Blank: Not evaluated or not yet accounted for. [If showing after 5 days of submission and no receipt confirmation].
- Waived: Not required for admission.
- Received: Has been received and reviewed by admission.
- Unofficial: Unofficial copy received (sufficient for admission).
- Official: Official copy received.

This concludes the admission website... document check list below.

**DOCUMENT CHECK LIST – INTLADM@TROY.EDU**

<b>Academic Level</b>	<b>Document Description</b>	<b>Check</b>
<b>ESL ONLY</b>	Contact <a href="mailto:esl@troy.edu">esl@troy.edu</a> for application and details	
	ESL Only paper application form	
	Financial Statement	
	Sponsor Letter	
	Passport Bio-page	
<b>UNDERGRADUATE</b>	Apply Online: ( <a href="http://admissions.troy.edu/international/">http://admissions.troy.edu/international/</a> )	
	High School Transcript *	
	High School Diploma *	
	Financial Statement (Min. \$24,000)	
	Sponsor Letter	
	Passport Bio-page	
Optional	TOEFL / IELTS / SAT / ACT	
	- <b>Send to intladm@troy.edu</b>	
<b>GRADUATE</b>	Apply Online: ( <a href="http://admissions.troy.edu/international/">http://admissions.troy.edu/international/</a> )	
	College / University Transcript *	
	College / University Degree Diploma *	
	Financial Statement (Min. \$24,000)	
	Sponsor Letter	
	Passport Bio-page	
	Recommendation Letter(s)	
	Statement of Purpose (for MPA only)	
	Resume / CV (for MPA only)	
Optional	TOEFL / IELTS **	
Optional	GRE / GMAT / MAT **	
	- <b>Send to intladm@troy.edu</b>	
<b>Optional Documents</b>	Housing Application: <a href="http://trojan.troy.edu/housing/">http://trojan.troy.edu/housing/</a>	
	Undergraduate Scholarship Application	
*	If you have not graduated, getting a letter of academic verification and expected graduation from your school is desirable.	
**	Note: <b>MBA, MS ACC, MS TAX</b> and <b>MPA</b> programs requires passed English proficiency and graduate exam to start their academic level.	

