

# Application Checklist

## Step 1: Submit Your Application

- **Apply Online:** Submit our streamlined online application.

## Step 2: Submit Other Documents

- **Official High School Transcript**
  - Ask your high school to send an official high school transcript to the Admissions Office.
    - If you are homeschooled, you will need to submit a transcript that includes courses taken, grades earned, cumulative GPA, and graduation date.
  - If you are currently in high school...
    - Have your high school send a transcript now (after your Junior year is complete) and a final high school transcript once you have graduated.
  - If you are in college or have attended college...
    - We still need a high school transcript unless you have completed at least a two year degree.
  - If you have taken the GED...
    - Have an official GED transcript sent to the Admissions Office.
- **Official College Transcript(s)**
  - If you have earned any college credit (even if you did not graduate or were dual-enrolled through your high school), contact the Registrar's Office of the applicable institutions and have your transcripts sent directly to the Admissions Office.
- **Test Scores**
  - Arrange to have your ACT or SAT results sent to the Admissions Office.
    - Emmaus Bible College ACT Code: 1371
    - Emmaus Bible College SAT Code: 1215
  - *Note: If you have completed at least 24 college credits at the time of your application, you do not need to submit ACT or SAT scores.*
- **Reference Form**
  - Emmaus requires each applicant to submit a reference from a leader from your local church (pastor, elder, youth leader, Sunday School teacher, etc.).
  - If you did not print or email the reference form during the application process you can still print it here. Your reference also has the option of filling out the form online at [www.emmaus.edu/reference](http://www.emmaus.edu/reference).
  - Once completed, please have the person completing the reference send it directly to Emmaus.
  - **Do not have a member of your immediate family complete this form.**
- **Medical Form**
  - *The medical form is not required to be submitted prior to acceptance, but if you are accepted it is required prior to registration for the semester.*
  - Complete Part I of the Medical form personally. Have a licensed physician or chiropractor give you a physical examination and complete Part II of the Medical form.
  - Submit completed form to the Admissions Office prior to the beginning of your first semester.

All of these items can be addressed as follows:

Emmaus Bible College  
Office of Admissions  
2570 Asbury Road  
Dubuque, IA 52001