

Instructions to Applicants



AMBASSADOR COLLEGE • OFFICE OF ADMISSIONS

INTERVIEW INFORMATION CARD: fill out and return this information card to the Admissions Office as soon as possible in the pre-addressed envelope enclosed. Do *not* wait until the rest of the application is complete to do so. Please note that this card and the self-addressed return envelopes are addressed to the campus from which you requested your application. If you are applying to *another* campus of Ambassador College, please make necessary change of address.

300 W. Green St.
Pasadena, Calif. 91105
Ph.: (213) 577-5027

P.O. Box 111, St. Albans
Herts., England
Ph.: Garston (Herts.) 74151

P.O. Box 111
Big Sandy, Texas 75755
Ph.: (214) 636-4311

PORTRAIT: include a professional-type photograph, not a candid camera shot. (high school graduation portrait or something similar is suggested)

TRANSCRIPTS: request a transcript of your secondary school credits from the last high school you attended. Give or mail the enclosed transcript form to the principal who will forward it to us. If you have had previous college, request the registrar's office to mail a transcript to us. This is to be provided even if you have an academic degree. Transfer of credit and advanced standing will be granted in most cases.

HEALTH RECORD: give all pertinent information, describing any handicaps or weaknesses. Do not delay returning this form even if you have not yet had the physician's examination.

PHYSICIAN'S EXAMINATION: this examination is required to determine whether or not the applicant is physically capable of handling a full college work load and active life during his college years. Please give your physician the examination form and self-addressed return envelope.

SCHOLASTIC APTITUDE TEST SCORES: S.A.T. Verbal and Math scores are required as is the English Achievement Test. In addition, any other scores will be considered. We suggest these tests be taken as early as possible so your scores can be reported to us by the College Entrance Examination Board. This takes from four to six weeks after the tests are taken. Ambassador College identification number is 4010 for Pasadena; 6029 for Big Sandy. Please complete the student descriptive questionnaire in the S.A.T. registration envelope and have it sent to us along with the S.A.T. scores.

AUTOBIOGRAPHY: should be in your own handwriting, not typewritten.

FEES: a twenty-dollar, non-refundable fee should accompany the application. Upon notification of selection, a fifty-dollar refundable deposit is required.

ADDITIONAL FINANCIAL INFORMATION: this form is to be returned with your application. Upon arrival each student should have at least \$700 for the first semester's room, board and tuition, and have access to another \$700 from other resources (parents, savings, etc.) for the second semester.

THOSE REAPPLYING: high school and college transcripts would not have to be re-sent nor would another physical examination be required if there have been no health problems since the last application, but the rest of the application including the portrait and health record must be repeated to update your file. Include in the autobiography any changes or progress made since the last application. If you have taken further academic work, a new transcript should be provided. Also, if you are reapplying to a different campus of Ambassador College than the one you applied to last time, please fill out and return the *file transfer card* to the campus which received your last application.