



FINAL REQUIREMENTS

Accepting the Freshman Offer of Admission

**KEEP
THIS
SHEET!**



The following requirements must be completed in order to finalize your admission.

1 WRITE YOUR STUDENT INFORMATION ON THIS DOCUMENT: Write your major and student ID from your offer letter in the gray box at right. **Keep this sheet.** You will need this information to create your Virginia Tech PID and register for classes.

2 RESERVE YOUR SPOT: To accept your offer of admission, you must submit your \$400 matriculation fee by **May 1, 2012**. You can either pay online by eCheck or mail a check or money order. Payment online is preferred.

To **pay online** by eCheck from your checking account, visit:
www.admiss.vt.edu/apply/freshman/accepting_the_offer.php

To **pay by mail**, payment must be postmarked by the deadline indicated on your offer letter. If paying by mail, you must include a completed Response Form and your check should include your student ID#. Download the Response Form at www.admiss.vt.edu/forms/freshman_response.pdf

Checks should be made payable to: "Treasurer, Virginia Tech"
Mail payment to:
Office of Undergraduate Admissions
965 Prices Fork Road
Blacksburg, VA 24061

3 CREATE YOUR VIRGINIA TECH PID: After your deposit has been received (your status page will say "acceptance" in the Decision section once received), go to www.hokiespa.vt.edu and follow the instructions to create your PID and password. Visit www.admiss.vt.edu/apply/pid_hints.php for helpful hints.

4 LOG IN TO HOKIE SPA: Go to www.hokiespa.vt.edu and log in using your PID and password. Select the "Hokie SPA" link and then click the "Information for New Students" link.

From the "Information for New Students" section, you will need to:

- Submit your Housing/Dining Contract
- Download and return your Immunization History Form(s)
- Sign up for New Student Orientation
- Check your Virginia Tech email via WebMail

5 SEND TRANSCRIPTS (BEFORE SUMMER ORIENTATION): Send your final official high school transcript(s), as well as final college transcript(s) reflecting dual enrollment credit (if applicable), through the spring term so that it is received by the Office of Undergraduate Admissions before your scheduled summer orientation session. **If we do not receive your final high school transcript(s) by August 1, 2012, we will not have confirmation that you met admissions requirements and, as a result, your offer will be rescinded and you will be unable to attend.** Attendance at summer orientation and registration for fall courses does not exempt you from this requirement.

Important Information

Keep this information safe. You'll need to make sure this information matches **EXACTLY** when creating your Virginia Tech PID. (This information can be found on the enclosed offer letter.)

• Major:

• Student ID #:

After you create your PID, write it in the space below. You'll need to use it to check your Virginia Tech email account and to register for orientation and classes.

Virginia Tech PID:

Important

Your offer of admission will be withdrawn under the following circumstances:

- Your final grades are significantly lower than your previous academic record, indicating a declining academic performance in your final year or semester.
- Your final transcript(s) reveals that you have failed to complete the university's minimum requirements for admission.
- Your final transcript(s) is not received by the undergraduate admissions office as directed above.

MATRICULATION FEE REFUND POLICY: Regular Decision applicants who wish to withdraw their application may be eligible for a matriculation fee refund. To request a refund of your \$400 matriculation fee, you must mail a written request to the Office of Undergraduate Admissions, postmarked no later than May 1, 2012. **Requests postmarked after May 1, 2012 will not be granted.**