Undergraduate Admissions

The application for admission is completed online. Official transcripts and test scores of all previously attempted academic work must be requested by the applicant and sent directly to the College. Once all official transcripts have been received by the College, and it has been determined that the applicant has met minimum admissions requirements, notification of the acceptance decision is sent via email. The College will provide the accepted applicant with a user name and password to be used to access the MyCharterOak, student portal. An applicant's file is kept active for six months from the date of application.

A summary of the applicant's transferable credit and access to the advising worksheet is provided to the applicant by their assigned admissions counselor. They will receive initial academic advisement from their admissions counselor. An accepted applicant is expected to confirm the decision to enroll in the college by completing the enrollment form and paying the non-refundable deposit . The deposit signifies a commitment to pursuing degree completion and positions the student to receive important student services such as orientation, tutorials and academic advisement. The deposit will be applied to tuition/fees. Should a student not be able to start in the intended term, the deposit may be deferred to the next eligibile term start, typically the next 8-week term.