Application Deadlines:  
Fall August 25  
Spring January 10  
Summer May 10

Note: Applications received after these dates cannot be guaranteed timely matriculation.

The following guide outlines the steps you need to take in order to complete your application.

All materials should be submitted online or sent to:

PROVIDENCE COLLEGE  
School of Continuing Education  
1 Cunningham Square  
Providence, Rhode Island 02918-0001

ALL STUDENTS:

[ ] Submit your application form online or on paper.

[ ] Submit your non-refundable application fee of $55. You may pay by check (payable to Providence College); cash or credit card (MasterCard and Visa). Note: Fee waived for community college articulation applicants and members/veterans of the U.S. Armed Forces.

[ ] Request your official high school transcript or GED certificate (not required of applicants to TCP)

[ ] Request your official transcripts from all colleges and universities previously attended (Note: Some schools charge a fee for transcripts.)

[ ] For current or former members of the U.S. Armed Forces: Access your Joint Services Transcript (JST) and submit it with your application. Your military coursework and training will be evaluated for possible transfer credit.

IF APPLICATING FOR FINANCIAL AID:

[ ] Submit the FAFSA

[ ] Contact the Providence College Office of Financial Aid to learn about the different kinds of grants, loans, and scholarships available to you. Call 401.865.2286 or e-mail finaid@providence.edu.

[ ] Meet with an academic adviser to select your classes

[ ] Ask about SCE scholarships

TEACHER CERTIFICATION PROGRAM (TCP) APPLICANTS, IN ADDITION TO THE ABOVE:

[ ] Submit your responses to the two questions on the online application form or on a separate typed sheet

[ ] Provide two letters of recommendation from professional references on recommender’s letterhead

[ ] If your cumulative undergraduate Grade Point Average is less than 3.0 on a 4.0 scale, official PRAXIS I scores are required. Qualifying SAT, ACT, or GRE scores may be substituted.

[ ] Schedule your interview with the TCP Coordinator at 401.865.2487 or email sce@providence.edu

INTERNATIONAL STUDENTS, IN ADDITION TO THE ABOVE:

[ ] Complete the Citizenship Question on the Application

[ ] Submit the International Student Supplement

[ ] Provide a certified translation of your international transcripts by an accredited evaluation service