

# UW SYSTEM

# APPLICATION CHECKLIST

Use this checklist to gather up all the things you'll need to have ready when you fill out your UW System Application for Admission at [apply.wisconsin.edu](https://apply.wisconsin.edu).

PAGE 1 of 2

## BASICS

- Social Security Number (optional)
- City, state, and country of birth
- Country of citizenship
- Do your parents/guardians have four-year college degrees?

## PREFERRED MAJOR (OPTIONAL)

- Some majors may require you to select a specific emphasis or concentration

## RESIDENCY FOR TUITION PURPOSES

Ask your parent or guardian the following questions.

- Have they filed Wisconsin income tax returns within the past two years?
- Do they work in a state besides Wisconsin?
- Was Wisconsin the last place they registered to vote or voted?
- Do they hold a valid Wisconsin driver's license?

## PARENT/GUARDIAN INFORMATION (OPTIONAL)

- Have your parents/guardians served in the military?
- Parent/guardian email
- Parent/guardian phone number

## UNOFFICIAL TRANSCRIPT

- A PDF copy of your unofficial high school transcript

## COURSE LIST

- Your senior schedule — either:
  - A PDF copy of your senior year schedule or unofficial transcript listing senior year courses, or
  - A list of your courses for senior year, with credits per course, so you can manually enter them in your application

## COLLEGE COURSES IN HIGH SCHOOL (IF APPLICABLE)

- A PDF copy of your unofficial college transcript, or a list of the college courses you are taking during your senior year to manually enter including course title, course number, and course credits

## EXTRACURRICULAR ACTIVITIES

- List of academic activities, sporting activities, etc. Include for each activity:
  - Grades during which you participated
  - Level of participation in each activity
  - Leadership roles and awards received in each activity
  - Whether you intend to continue in these activities in college



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PAGE 2 of 2

## EMPLOYMENT HISTORY (OPTIONAL)

- You can upload a PDF of your resume or enter the information into your online application. Make sure you include the following information for each job:
  - Employer name(s)
  - City and state
  - Job title
  - Whether you are currently employed and start date
  - Average number of hours worked per week

## COMPLETED ESSAY

- Find the essay questions for your UWs in the Prepare your Essay section of the UW HELP website.

## APPLICATION FEE

- Beginning Fall 2024 term, the following UW System campuses charge an application fee for every application submitted: UW-Eau Claire (\$25), UW-La Crosse (\$25), and UW-Madison (\$70). For the other UW System campuses, students may submit up to three applications for free to either the main campus or branch campus. After that, students will be charged \$25 per application.
- **Financial Needs-Based Application Fee Waiver:** Students who believe they are eligible for a financial needs-based application fee waiver should self-report financial need on their application.

## LETTER OF RECOMMENDATION

- A letter of recommendation is not required for admission to a UW campus except UW-Madison, which requires a single letter from an academic source like a teacher or counselor.

## NOTES:

