

# STEPS TO BECOME A TRITON

New Freshmen and Transfer Student

1

## COMPLETE ONLINE APPLICATION

COMPLETE an online application and make payment of \$52.00 non-refundable fee for Undergraduate application: <https://www.uog.edu/admissions/apply-online>.

You will be notified by Admissions Staff via email within 48 hours of submission. The notification will include the list of pending admission requirements and what to do next to complete your application.

2

## SUBMIT TRANSCRIPT

SUBMIT official transcript(s) directly from the issuing institution.\*

- Official High School transcripts for new freshman student.
- For transfer students: Official College Transcripts are required from all institutions attended. If student earned less than 15 college credits an official High School transcript is required.
- All foreign transcripts must be converted and evaluated course-by-course with GPA to US standards by one of the U.S evaluating service companies mentioned on the UOG website.

*\*Transcripts from a Guam institution can be hand-carried. Local official high school transcripts may be deferred at this time.*

3

## TAKE UOG'S ENGLISH PREPAREDNESS TEST AND MATH PLACEMENT TEST

Please visit <https://www.uog.edu/admissions/placement-tests> for more information about the tests.

### NEW FRESHMAN

Students are required to take the English Preparedness Test and Math Placement Test

### TRANSFER STUDENTS

Must provide at least an unofficial copy of college transcript indicating English and/or Math course(s) for placement purposes. For those students who have not earned a college-level English and/or Math course are required to take the English Preparedness Test and Math Placement Test

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## PROOF OF RESIDENCY, COMPLETION OF SMT, AND STUDENT HEALTH REQUIREMENTS

- Proof of residency is required to qualify for resident tuition rate.
- Complete the Sexual Misconduct Training (SMT) online, contact [moodlehelp@triton.uog.edu](mailto:moodlehelp@triton.uog.edu) for the link. You will need to provide your UOG ID.
- PPD and MMR #1&2 shot records. PPD skin test result must be updated within 6 months prior to intended start term. Contact the Student Health Services Office at [uogstudenthealth@triton.uog.edu](mailto:uogstudenthealth@triton.uog.edu).

5

## CONTACT TRITON ADVISING CENTER

CONTACT the Triton Advising Center for academic advisement.

Students must complete steps 1-4 before contacting the Triton Advising Center. Counseling advisors are available Monday to Friday: 9 am to 12 pm and 1 pm to 4 pm. AFTER your live chat with an advisor, you'll be allowed to register.

1. Go to: <https://teams.microsoft.com>.
2. Log in with your gotriton credentials. It's FREE for all UOG students.
3. On the left side of the screen, select the CHAT feature and send your message to [tac@gotritons.uog.edu](mailto:tac@gotritons.uog.edu).

6

## REGISTER FOR COURSES ONLINE

**IMPORTANT:** Student who completed steps 1-4 will be given their access information (username and password) to webadvisor account to register online before registration period:

**SUMMER 2020: MAY 28-29, 2020 | FALL 2020: AUGUST 11-14, 2020**

\*Please contact our office for assistance if you encounter any issues with registration: [admitme@triton.uog.edu](mailto:admitme@triton.uog.edu)

# HOW TO MAKE A PAYMENT



## CASH PAYMENT

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Payments can be made in person at the Cashier on Fridays from 8:00 a.m. to 10:00 a.m.

For the safety of our staff, it is highly encouraged to wear a mask when approaching the Cashier.



## PAYMENT VIA PHONE

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Payments can be called-in to our Cashier on Fridays from 8:00 a.m. - 10:00 a.m.

Please call **(671) 735-2923/45/46** with your debit or credit card information to do so.



**Bank of Guam**<sup>®</sup>

## PAYMENT AT BANK OF GUAM

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You must provide the UOG Account Number to the bank upon making the payment. Please email [bursar@triton.uog.edu](mailto:bursar@triton.uog.edu) to obtain bank account information.

You must then email a copy of the deposit slip you received from the bank to [bursar@triton.uog.edu](mailto:bursar@triton.uog.edu). This copy is necessary for us to identify who the payment is from. In this email, please also provide your Student ID number.

# HOW TO ENROLL

## ADVANCED HIGH SCHOOL STUDENT

1

### COMPLETE ONLINE APPLICATION

To apply visit <https://www.uog.edu/admissions/apply-online>. There is a non-refundable application fee of \$52.00.

You will be notified via email once your application is processed with a list of admission requirements you need to submit to complete your application. Official high school transcripts from a Guam high school may be deferred at this time.

**Please submit the following:**

- Preliminary HS transcript
- Release of Information form
- Completed Consent Form
- Recommendation Letter from your principal or advisor certifying your grade level and HS GPA of at least 3.000.

2

### SUBMIT ADMISSION REQUIREMENTS

You may contact your respective Admission Staff for your questions on the application process and/or about the program.

**CYNTHIA BORJA (last names beginning with A-L)**  
735-2214 or [cynborja@triton.uog.edu](mailto:cynborja@triton.uog.edu)

**WENDY MONGAMI (last names beginning with M-Z)**  
735-2202 or [mongamiw@triton.uog.edu](mailto:mongamiw@triton.uog.edu)

3

### TAKE UOG'S ENGLISH PREPAREDNESS TEST AND MATH PLACEMENT TEST\*

Please visit <https://www.uog.edu/admissions/placement-tests> for more information about the tests.

\*All students are required to take the tests to determine eligibility for the program.

4

### SUBMIT PROOF OF RESIDENCY<sup>1</sup>, COMPLETION OF SMT<sup>2</sup>, AND STUDENT HEALTH REQUIREMENTS<sup>3</sup>

1. Required if HS Transcript does not indicate continuous enrollment for at least 12 months prior to intended start term.
2. Complete the SMT online, contact [moodlehelp@triton.uog.edu](mailto:moodlehelp@triton.uog.edu) for the special link to take the course. You will need to provide your UOG ID.
3. PPD and MMR #1&2 shot records. PPD skin test result must be updated within 6 months prior to intended start term. Contact the Student Health Services Office at [uogstudenthealth@triton.uog.edu](mailto:uogstudenthealth@triton.uog.edu).

5

### CONTACT TRITON ADVISING CENTER

Students must complete steps 1-4 before contacting the Triton Advising Center. Counseling advisors are available Monday to Friday: 9 am to 12 pm and 1 pm to 4 pm. AFTER your live chat with an advisor, you'll be allowed to register.

1. Go to: <https://teams.microsoft.com>
2. Log in with your GoTriton credentials. It's FREE for all UOG students
3. On the left side of the screen, select the CHAT feature and send your message to [tac@gotritons.uog.edu](mailto:tac@gotritons.uog.edu)

**IMPORTANT:** The Advanced HS Program will cover tuition cost for 6 credits only. All students are responsible for payment of fees (Registration, lab fees etc.) and cost of books. Should your final grade fall below a "C", you will be held liable for full tuition payment.

6

### REGISTER FOR COURSES

REGISTER for Course(s) Online. Please contact our office for assistance if you encounter any issues with registration: [admitme@triton.uog.edu](mailto:admitme@triton.uog.edu). New students may register for classes on:

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# HOW TO ENROLL

## DUAL ENROLLMENT STUDENT

1

### DUAL ENROLLMENT APPLICATION

Complete the Dual Enrollment Application for Admission. The application form is available at your respective high school counselors office and there is a non-refundable application fee of \$20.00. Payment must be made at the Cashier either on campus or called-in at 735-2923/45/46 with your debit/credit card information. For payment inquiries, contact Bursar at [bursar@triton.uog.edu](mailto:bursar@triton.uog.edu).

2

### SUBMIT ADMISSION REQUIREMENTS

You may contact your respective Admission Staff for your questions on the application process and/or about the program:

**CYNTHIA BORJA** (last names beginning with A-L)  
735-2214 or [cynborja@triton.uog.edu](mailto:cynborja@triton.uog.edu)

**WENDY MONGAMI** (last names beginning with M-Z)  
735-2202 or [mongamiw@triton.uog.edu](mailto:mongamiw@triton.uog.edu)

You will be notified via email once your application is processed with a list of admission requirements you need to submit to complete your application. Official high school transcripts from a Guam high school may be deferred at this time.

#### Please submit the following:

- Preliminary HS transcript
- Release of Information form
- Completed Consent Form
- Recommendation Letter from your principal or advisor certifying your grade level and HS GPA of at least 3.000.

3

### TAKE UOG'S ENGLISH PREPAREDNESS TEST AND MATH PLACEMENT TEST\*

Please visit <https://www.uog.edu/admissions/placement-tests> for more information about the tests.

\*All students are required to take the tests to determine eligibility for the program. Students MUST be placed in MA110, if placed below, student may continue under the Advanced High School Program and pay the application fee difference of \$32.00.

4

### SUBMIT PROOF OF RESIDENCY<sup>1</sup>, COMPLETION OF SMT<sup>2</sup>, AND STUDENT HEALTH REQUIREMENTS<sup>3</sup>

1. Required if HS Transcript does not indicate continuous enrollment for at least 12 months prior to intended start term.
2. Complete the SMT online, contact [moodlehelp@triton.uog.edu](mailto:moodlehelp@triton.uog.edu) for the special link to take the course. You will need to provide your UOG ID.
3. PPD and MMR #1&2 shot records. PPD skin test result must be updated within 6 months prior to intended start term. Contact the Student Health Services Office at [uogstudenthealth@triton.uog.edu](mailto:uogstudenthealth@triton.uog.edu).

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**IMPORTANT:** The Advanced HS Program will cover tuition cost for 6 credits only. All students are responsible for payment of fees (Registration, lab fees etc.) and cost of books. Should your final grade fall below a "C", you will be held liable for full tuition payment.

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REGISTER for Course(s) Online. Please contact our office for assistance if you encounter any issues with registration: [admitme@triton.uog.edu](mailto:admitme@triton.uog.edu). New students may register for classes on:

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