

## Complete Application by Due Date

**Program Start Date: Spring and Fall Semester's start date of COA**

**Student Application Check Sheet – This sheet shows ALL the forms needed to complete your admission's packet.**

Items Needed to Complete BLET Packet	Completed
Information Sheet	
Grade Release (in packet)	
Student Insurance Responsibility (in packet)	
Certification of Understanding (in packet)	
DD-214 (If Military) (Member 4 form)	
Proof of Education (copy of diploma or college transcript will be accepted for this packet only)	
Driver License Copy (NC License is Required)	
Birth Certificate Copy	
Accuplacer Placement Test Score Must Take at COA only (64 or better)	
F-1 Medical History Report (NC Physician)	
F-2 Medical Exam Report (NC Physician)	
F-3 Personal History Statement	
College Application ( <a href="http://www.albemarle.edu">www.albemarle.edu</a> ) COA requires an official transcript from HS and College(s) once you have submitted your online application to the school.	
Sponsorship Letter (NC Law Enforcement Agencies Only)	
<b>Certified Background Checks</b>  All residences (county/city/State) since age 16 and a military criminal background if applicable.	

Contact Cheryl Griffin with any questions or concerns: Office (252) 335-0821 X2210 or via email at [cheryl\\_griffin@albemarle.edu](mailto:cheryl_griffin@albemarle.edu)

INTERVIEW SCHEDULED DATE/TIME (will be set after completed application has been approved by the director). \_\_\_\_\_