Labeling Files for Application Submission

Please label the files you submit in the following manner:

Transcript

Label the file as *StudentLastNameStudentFirstNameTranscript.pdf*.

For example: if the student is Siobhan Furness, the file will be labeled *FurnessSiobhanTranscript.pdf* with no spaces in the file name.

Supplemental Items

Label the file as *StudentLastNameStudentFirstNameDocs.pdf*.

For example: if the student is Siobhan Furness, the file will be labeled *FurnessSiobhanDocs.pdf* with no spaces in the file name.

These items should be uploaded in the Supplemental Items section of your application.