

# UNIVERSITY OF THE PACIFIC

## EVENING DEGREE COMPLETION PROGRAM (ORGB) STEPS TO APPLY

1. Give unofficial copies of all college transcripts to ORGB Advisor for "unofficial analysis".
  2. Apply online for FAFSA and have results sent to University of the Pacific (001329) -  
Must be done every **January!**
  3. Apply for Cal Grant - Due by March each year.
  4. Apply online to the University of the Pacific.
    - a) Have official copies of all college level transcripts sent to the University of the Pacific ***Do not open them!*** **Note:** If you took courses prior to 1994, please contact the college/university in which you took each course and obtain a copy of either the original course syllabus OR the course catalogue description for the semester/year that you completed the course. Please email or send this information to the ORGB Advisor.
    - b) Arrange for letter of recommendation to be sent to Admissions.
    - c) Interview with ORGB Advisor.
  5. Provide copy of latest Federal Income Tax Return to Pacific's Financial Aid Office.
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## IMPORTANT CONTACTS

**Linda Thomas**, ORGB Academic Advisor, Center for Professional & Continuing Education  
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**Elise Sloan**, Student Services Coordinator, Center for Professional & Continuing Education  
209.946.2424, esloan@pacific.edu

**Pat Spreer**, Assistant Director, Financial Aid  
209.946.2903, pspreer@pacific.edu

**Channon Rosencrans**, Assistant Director - Transfer Students, Admissions  
209.946.2211, crosencrans@pacific.edu

**Charene Morris**, Student Accounts Supervisor, Finance Center  
209.946.2517, cmorris@pacific.edu

**Registrar's Office**  
209.946.2135, registrar@pacific.edu

CA Student Aid Commission (Cal Grant) website: [www.csac.ca.gov](http://www.csac.ca.gov)

Free Application for Federal Student Aid (FAFSA) website: [www.FAFSA.ed.gov](http://www.FAFSA.ed.gov)