Admissions and Arrival Checklist for New Students

Step 1: SEND required documents

☐ Submit your final, official credential evaluation showing the most recent courses that you have completed
☐ Submit your final, official transcripts from ALL colleges and universities that you have attended
☐ Submit your final, official test scores (IELTS, TOEFL, SAT/ACT)
☐ Submit your completed immunization form
☐ If you are a Permanent Resident, submit the documents for proof of lawful presence to determine if you are eligible to receive “resident” status and in-state tuition
☐ If you are a Georgia resident, please provide proof of lawful presence:
  Armstrong State University
  Office of Admissions
  11935 Abercorn Street
  Savannah, GA 31419
  Email: admissions.info@armstrong.edu

Step 2: ACTIVATE your Port of Armstrong student account

☐ Port of Armstrong is your gateway to most of the technology resources you will need as an Armstrong student.
☐ Go to port.armstrong.edu
☐ Find your Port ID and your Student ID (907#) by using the 907 and PortID Lookup link on the login page
☐ Sign in with your Port ID. The first time you sign in, the password is your birthday—MMDDYY
☐ Please note it may take 24-48 hours after you're accepted before your Port ID is activated
☐ If you have trouble logging in, contact IT Services at 912.344.2518 or helpdesk@armstrong.edu

Step 3: COMMIT to Armstrong by paying the New Student Enrollment Payment

☐ Submit the New Student Enrollment fee ($95 freshmen / $55 transfers), which will secure your spot at Armstrong and allow you to register for Navigate (orientation). Make sure to submit this payment by May 1st; if admitted after May 1st, you should submit this payment from date of acceptance.
☐ To submit your New Student Enrollment Payment:
  ☐ Log in to your Port of Armstrong account at port.armstrong.edu and choose Touchnet Bill Pay System from the Student Services menu.
Click on the eDeposits tab, select your entry term, choose New Student Enrollment, and follow the payment instructions.

Step 4: SIGN UP for Navigate Orientation
☑ Register for Navigate (new student orientation) which is mandatory
☑ Register online to attend and visit www.armstrong.edu/navigate for more information
☑ Contact: Office of Student Life at 912.344.2504 or navigate@armstrong.edu

Step 5: APPLY for On-Campus Housing
☑ If you plan to live on campus, visit www.housing.armstrong.edu to register for Compass Point residence hall (this is the rate for housing that was determined on your I-20)
☑ Contact: Housing & Residence Life at 912.344.2940 or housing@armstrong.edu

Questions?
Office of International Education
11935 Abercorn St. Savannah, GA 31419
P: 912.344.3128 | F: 912.346.3456
International.Education@armstrong.edu