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# GW CYBERCORPS APPLICATION CHECKLIST

## PRE-APPLICATION STEPS

- Applicants must be U.S. Citizens.
- Applicants must be current GW students *OR* have completed applications for admission to GW to enter no later than next fall.

## ONLINE APPLICATION

- Applicants must complete online application.
- Applicants must submit the online application by January 31.

## TRANSCRIPTS

- Applicants must attach scanned copies of transcripts to the online application.

## LETTERS OF RECOMMENDATION

- Applicants must fill in personal information on the recommendation form.
- Applicants must indicate whether they would waive their right of access to the recommendation.
- Applicants must sign and date the form with ink.
- Applicants should remind the recommenders of their requirements:
- Recommenders must complete the competency ratings table.
  - Recommenders must sign and date the recommendation form.
  - Recommenders must provide a separate letter of recommendation.
  - Letter of recommendation must be on the recommender's organization letterhead or contain an explanation of why an organization letterhead is not possible.
  - Recommenders must scan and email BOTH the recommendation form and letter of recommendation to [csia@gwu.edu](mailto:csia@gwu.edu).
  - Recommenders must ensure that BOTH the recommendation form and letter of recommendation are received by January 31. *Applicants are encouraged to check with their recommenders regarding the status of submission of these materials on their behalf.*

## CONTACT INFORMATION

- Website: <http://www.seas.gwu.edu/cybercorps/>
- Scholarship Assistant: Phone: (202) 994-5613  
Email: [csia@gwu.edu](mailto:csia@gwu.edu)