



# Confirmation Letter 2016-2017

Dear Student:

Please allow this letter to serve as confirmation that your Common Black College Application (CBCA) has been received and made available to all 50 Member Institutions. Please follow the instructions below to complete the CBCA process.

If you are a transfer student, you must send official copies of your transcript(s) to all of the Member Institutions you are interested in attending.

**Please fax to (404) 745-0124 or email ([contact@commonblackcollegeapp.com](mailto:contact@commonblackcollegeapp.com)) an official copy of your transcript and test scores to our office and we will make them available to the 25 Member Institutions listed immediately below.**

Alabama A & M University	Florida Memorial University	Paine College	Wiley College
Benedict College	Huston-Tillotson University	Paul Quinn College	
Bethune Cookman University	Jarvis Christian College	Philander Smith College	
Central State University	Kentucky State University	Stillman College	
Coppin State University	Livingstone College	Univ. of Arkansas at Pine Bluff	
Dillard University	LeMoyne-Owen College	Virginia State University	
Edward Waters College	Mississippi Valley State University	Virginia Union University	
Fisk University	Morgan State University	Voorhees College	

**The 25 Member Institutions listed below require that you send an official transcript and copies of your test scores directly to their Office of Admissions.**

Alabama State University	Grambling State University	Rust College	University of the Virgin Island
Allen University	Harris-Stowe State University	Saint Augustine's University	Wilberforce University
Alcorn State University	Johnson C. Smith University	Shaw University	
Bennett College	Charles R. Drew Univ. of Sci. & Med.	South Carolina State University	
Bowie State University	Lane College	Southern University and A & M College	
Cheyney State University	Lincoln University (MO)	Talladega College	
Clafin University	Morris College	Tuskegee University	
Clark Atlanta University	Norfolk State University	University of Maryland Eastern Shore	

To ensure that your CBCA is processed by all Member Institutions you are interested in attending, please contact the Office of Admissions at all colleges including those listed as one of your top four choices.

Once your transcripts and test scores have been submitted to the Common Black College Application office.:

- Please allow 5 business days for processing.
- Contact the Office of Admissions at all of the colleges you are interested in attending to check on the status of your CBCA. *(Some Member Institutions may require you to submit additional information.)*
- When contacting the Office of Admissions at the Member Institutions to check on the status of your CBCA, please ask for the person responsible for downloading the Common Black College Applications.
- Be sure to contact those Member Institutions you **did not** select as one of your top four choices to ensure they process your Common Black College Application. *(When contacting the Member Institutions, please let them know you did not select them as one of your top four choices.)*
- Please send your letters of recommendations and essays directly to all of the Member Institutions you are interested in attending.

Please continue to visit our website at [www.CommonBlackCollegeApp.com](http://www.CommonBlackCollegeApp.com) to get information concerning scholarships. We are adding new scholarship links daily. If you have any questions, please contact our office at (770) 716-0616.

Sincerely,

Unique Jones  
Operations Manager