

# BENEDICT COLLEGE



**SPRING  
2025**

# OFFICE OF ADMISSIONS

THE HBCU THAT PUT THE BC IN HBCU

UNDERGRADUATE  
**ENROLLMENT GUIDE**





We are thrilled to welcome you to the Benedict College family, where learning, leadership, and legacy converge. For over 150 years, Benedict has been a beacon of academic excellence and a home for students who aspire to achieve greatness.

As you prepare for the Spring 2025 semester, we encourage you to explore all that Benedict College has to offer. From our diverse academic programs to our vibrant student life, there's something here for everyone. Engage with professors who are dedicated to your success, connect with peers who will become lifelong friends, and take advantage of resources designed to empower you every step of the way. Welcome to Benedict College—a place where you can grow, thrive, and become #TheBESTofBC!



# THE OFFICE OF ADMISSIONS, RECRUITMENT, & INTERNATIONAL PROGRAMS

The Office of Admissions and Recruitment is committed to providing a student-centered environment for admissions, recruitment and enrollment for prospective students and their families. Our efforts include empowering staff and recruiters to recruit a diverse student population from our surrounding communities, the nation and internationally.

One of our primary goals to assist our student population in achieving their academic and career goals whether they are first-generation or come from a lineage of college graduates.

Our team gives serious consideration to every applicant who is committed to taking full advantage of the opportunity to obtain a college education. Serving as your initial point of contact on your journey to Tiger Nation, we process applications and transcripts, facilitate campus tours, assist with enrollment, and guide you in making a smooth transition to Benedict College.

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Have questions? We have answers. We strongly encourage you to stay on top of your emails, and review information/requirements in your application and Tiger portals. Join us virtually or in-person for a Tiger Prep session designed to assist you with your enrollment. Email us at [admissions@benedict.edu](mailto:admissions@benedict.edu) or call (803) 705-4910 for assistance and we look forward to seeing you on campus at orientation.



The Office of International Programs (OIP) is committed to excellence and to internationalizing our campus to ensure that our students have robust and transformative educational, social, and cultural experiences throughout their time at the College. We achieve this in several ways to include recruitment, admission, and retention of int'l students from around the world and sponsoring cultural programs and events on an annual basis.

Multiculturalism, cross-cultural dialogue, and geographic diversity are on full-display at Benedict as the College has enrolled int'l students from nineteen [19] nations spanning the Bahamas to Zimbabwe.

The OIP aids int'l students in navigating the F-1 student experience in the U.S. to ensure that this unique demographic has a smooth transition to the College as well as a clear understanding of specific immigration rules and regulations that will govern them as F-1 students for the entire period of their enrollment at the College and beyond.

We invite you to join one of our International Student Groups including the International Student Association [ISA]. We're excited to welcome you to campus and join other international students in becoming #TheBESTofBC!





# IMPORTANT DATES

All New Freshmen/Transfer students are scheduled to report January 7-8, 2025, as assigned below. Registration and medical clearance are required before Move-In Day.

Residential Life: (803) 705-4381,  
[residentiallife@benedict.edu](mailto:residentiallife@benedict.edu)

## Tuesday, January 7, 2025

Mather Hall opens for floors 2, 3, 4, 5, 6 from 9:00 a.m. to 12:00 p.m.

Mather Hall opens for floors 7, 8, 9, 10, and 11 from 1:00 p.m. to 4:00 p.m.

Jenkins Hall opens for floors 1 and 2 from 9:00 a.m. to 12:00 p.m.

Jenkins Hall opens for floor 3 from 1:00 p.m. to 4:00 p.m.

## Wednesday, January 8, 2025

Gambrell Hall opens for floors 1 and 2 from 9:00 a.m. to 12:00 p.m.

Gambrell Hall opens for floor 3 from 1:00 p.m. to 4:00 p.m.

Mini Dorm opens for floor 1 from 9:00 a.m. to 12:00 p.m.

Mini Dorm opens for floor 2 from 1:00 p.m. to 4:00 p.m.

Stuart Hall opens for floors 1, 2, and 3 from 9:00 a.m. to 12:00 p.m.

## Thursday, January 9, 2025

Oak Hall opens for floors 1, 2, and 3 from 9:00 a.m. to 12:00 p.m.

Oak Hall opens for floors 4 and 5 from 1:00 p.m. to 4:00 p.m.

Haskell Hall opens for floors 1, and 2 from 9:00 a.m. to 12:00 p.m.

Haskell Hall opens for floor 3 from 1:00 p.m. to 4:00 p.m.

Residential Houses open from 9:00 a.m. to 12:00 p.m.

Students seeking a Saturday, January 11, 2025, move-in date between 10:00 a.m. and 2:00 p.m. must send an email request to [residentiallife@benedict.edu](mailto:residentiallife@benedict.edu) and have completed the entire registration process.

**TBD (Virtual):** Tiger Prep for Registration Assistance

**January 7-9:** New students report

**January 13:** Classes Begin for ALL Students



## ACCEPTED STUDENTS, YOUR NEXT STEPS

### ADMISSIONS AND ENROLLMENT CHECKLIST

**Submit your Fees and Paperwork:** (803) 705-4910, [admissions@benedict.edu](mailto:admissions@benedict.edu)

#### 1. Accept Admissions Confirmation Offer

- Log into your application portal.
- Accept your admissions confirmation offer.

#### 2. Pay Enrollment Fee

- Pay the **\$50** nonrefundable enrollment fee through your Benedict College Application Portal: <https://apply.benedict.edu/apply/status>
- Note: The enrollment fee deadline is two weeks after accepting your admissions confirmation offer.
- Check the status page for any missing requirements.

#### 3. Submit Housing Fee (Residential Students Only)

- Pay the **\$100** nonrefundable housing fee to reserve housing via your application portal: [apply.benedict.edu](https://apply.benedict.edu).

#### 4. Complete Housing Application (New Freshmen are required to live on campus)

- Access and complete the housing application in your application portal.
- Review the list of room essentials. [rb.gy/exs39j](https://rb.gy/exs39j)

#### 5. Housing Facilities for New Freshmen/Transfer Students

- Mather (female)
- Jenkins (male)
- Gambrell & Mini Dorms (Male Overflow)
- Note: Housing is based on availability and is not guaranteed.**

#### 6. Non-Traditional Gender Identities

- Contact the Office of Residential Life for rooming options: [residentiallife@benedict.edu](mailto:residentiallife@benedict.edu).

#### 7. Send official AP/IB test scores

- Arrange to have your official AP/IB test scores sent to Benedict College before completing registration.
- For AP scores, contact the College Board (**school code: 5056**).
- For IB scores, contact the IB Organization.
- For Cambridge (AICE coursework), submit the official Cambridge International Examinations Subject Results transcript to the Office of Admissions and Recruitment.

#### 8. Send official college transcripts for all completed dual enrollment courses

- If you attempted any college courses outside of Benedict College during high school (not AP or IB), contact each college to have your official transcripts sent directly to the Office of Admissions and Recruitment before you complete registration.

## FINANCIAL AID CHECKLIST

### 1. Submit FAFSA

- Submit the 2024–25 Free Application for Federal Student Aid (FAFSA) and any requested documentation.
- The FAFSA application is due immediately.
- Submit your FAFSA as soon as possible to maximize your eligibility for grants, loans, and need-based aid.
  - **School code: 003420**
- Visit [www.studentaid.gov](http://www.studentaid.gov) to complete Entrance Counseling and the Master Promissory Note if using student loans.
- Parents can also complete the Parent PLUS Application and Parent PLUS Promissory Note at [www.studentaid.gov](http://www.studentaid.gov).

### 2. Apply for Financial Aid

- Contact: (803) 705-4418, [financial.aid@benedict.edu](mailto:financial.aid@benedict.edu)

### 3. Visit Financial Aid Webpage

- Visit Benedict College Financial Aid and Scholarships webpage to review various forms of aid available.

### 4. Review Financial Aid Status

- Check the status of your FAFSA in your Tiger Portal under the Financial Aid menu.
- Submit all items listed as MISSING DOCUMENTS.
- Await email notifications regarding additional steps needed to finalize your aid application and when your financial aid award has been posted to your Tiger Portal.
- Review your offer of financial aid in your Tiger Portal under the Financial Aid menu.
- If you wish to decline or reduce any of the aid offered, please contact [financial.aid@benedict.edu](mailto:financial.aid@benedict.edu).

### 5. Report Outside Scholarships

- Send all non-college scholarship checks to:

OFFICE OF FINANCIAL AID & SCHOLARSHIPS  
BENEDICT COLLEGE  
1600 HARDEN STREET  
COLUMBIA, SC 29204

## REGISTRATION & ORIENTATION CHECKLIST

### 1. Activate Tiger Portal Account

- After submitting your enrollment and/or housing fees, wait for the next business day.
- You'll receive an email from the Office of Information Technology with detailed instructions.
- Use the following information to activate your Canvas login & Email Address accounts:
  - Email Address: [FirstName.LastName##@my.benedict.edu](mailto:FirstName.LastName##@my.benedict.edu)
  - Username: **FirstName.LastName##**
  - Password: **Tigers####**

### 2. View Academic Information and Schedule

- Schedules will be inputted for all new students. Transfer student schedules will be inputted after transcripts have been evaluated for possible transfer credit hours.
- New student schedules will be available in your Tiger Portal under the Students tab: <https://my.benedict.edu/ICS/Students/>
- If you took college courses outside Benedict College during high school (not AP or IB), ensure official transcripts are sent to the Office of Admissions and Recruitment before completing registration.

### 3. Access Benedict College Student Email

- Log in to your student email account at <https://portal.office.com> using the password set in step number 1.
- Regularly check your email for important communications from various college offices.

### 4. Review Balances and Payment Options

- Check balances and payment options in your Tiger Portal.
- Make payment arrangements by January 6, 2025.
- Pay your bill or set up a payment plan in your Tiger Portal Registration module: <https://my.benedict.edu/ICS/Registration/>



## MEDICAT STUDENT HEALTH PORTAL



All Benedict College students are required to submit updated health information via the Medicat Student Health Portal before reporting to campus in August.



**Medicat submissions are required as a part of the Fall Clearance Process. Please note that processing takes 4-5 business days (Mon-Fri). You are encouraged to submit early.**



### LOG INTO MEDICAT VIA THE TIGER PORTAL

- Select your registration term and click the Student Health Form box
- Use your Benedict College email address to log into MEDICAT



### COMPLETE THE HEALTH FORM



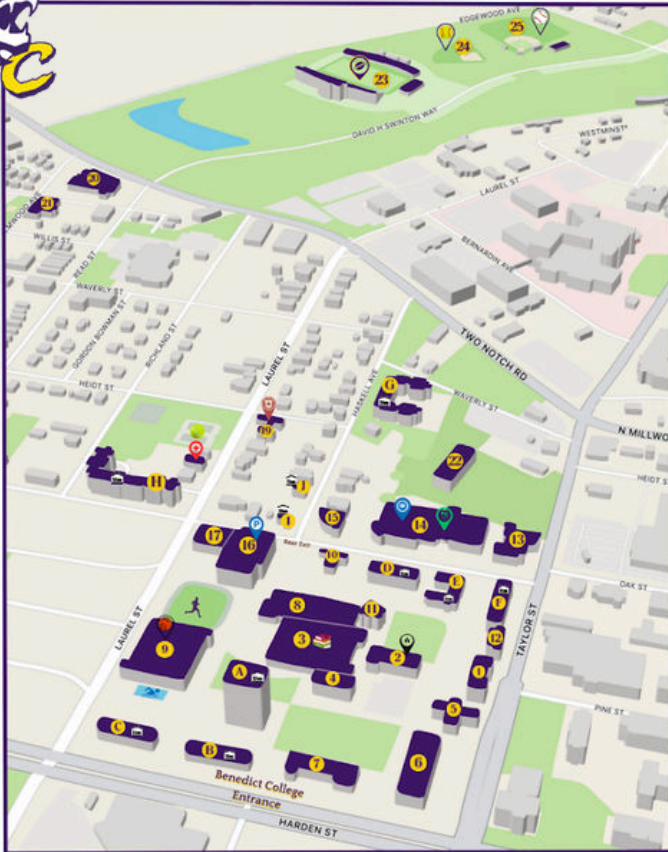
### UPLOAD ALL REQUESTED RECORDS

- Benedict College Health Form
- Immunization History



For all questions, students should email [healthcenter@benedict.edu](mailto:healthcenter@benedict.edu) or call 803-705-4719





## Benedict College Campus Map

### Campus Buildings

1. Roslyn Clark Artis Administration Building
2. Antisdel Chapel
3. Library - LRC/BC Cares
4. Duckett Hall
5. Starks Hall
6. Alumni Hall
7. Bacoats Hall
8. Fine Arts Building
9. HRC Arena - Gymnasium
10. Antisdel House
11. Morgan Hall
12. Pratt Hall
13. Admissions - Gressette Welcome Center
14. David H. Swinton Campus Center
15. Bookstore/Broadcast Center Building
16. Parking Garage
17. Physical Plant
18. Benedict College Police Department
19. Health Center
20. Business Development Center (BDC)
21. Lamar Building
22. Fitness Center
23. Charlie W. Johnson Stadium
24. Benedict College Softball Field
25. Benedict College Baseball Field

### Not Pictured in Map

- Print Shop/Alumni Affairs/Communications Office - 2000 Taylor St
- Football Operations House - Two Notch Rd
- Athletic House - Two Notch Rd
- Community Learning Center - Two Notch Rd

### Dormitories

- A. Mather Hall
- B. Jenkins Hall
- C. Gambrell Hall
- D. Goodson Hall
- E. Stuart Hall
- F. Mini Dorm
- G. Haskell Hall
- H. Oak Street Dorm
- I. Athlete Housing
- J. Athlete Housing

### Extracurricular

- Activity Field
- Tennis Courts
- Swimming Pool



# CONTACT US

Admissions & Recruitment	803.705.4910 admissions@benedict.edu
Athletics	803.705.4784 tigers@benedict.edu
Financial Aid	803.705.4418 financial.aid@benedict.edu
Residential Life	803.705.4381 residentiallife@benedict.edu
Student Health	803.705.4719 healthcenter@benedict.edu
Student Accounts	803.705.4547 studentaccounts@benedict.edu
Student Records/Registrar	803.705.4787 registrar@benedict.edu
Student Success	803.705.4950 studentsuccess@benedict.edu