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If you need this document in an alternate format for accessibility purposes (e.g. Braille, large print, audio, etc.), please contact the UNG Project GO Office at projectgo@ung.edu or 706-867-4511.

Here's an example of a follow up letter for academic recommendations:

Good afternoon Professor _____,

I hope this email finds you well. I am contacting to follow up with you regarding my request for recommendation for the Project Global Officer Scholarship. Through your support for my application to Project GO, I hope to have the opportunity to attend (insert program name) this summer.

The deadline for the scholarship will be _____ at _____pm and my application will be considered incomplete without an Academic recommendation. Please let me know if there is any additional information that I can provide to assist in completing the recommendation. Thank you for your support of my application.

All the best,

Cadet _____

Recommended Deadline: January 8, 2025

6. Add your Transcript to your Application

Upload your unofficial transcript to your Project GO application.

(WAIT until Fall grades have posted!!)

How to find your unofficial transcript on UNG Banner:

- Log in to Banner
- Select the Student tab at the top of the page, Student Records, then Student Tranguid (Advising Transcript/Current Grades)

Click Ctrl+ P or Cmnd+P on your key board, in the window that comes up, under options, select to save the page as a PDF file

Once your transcript is a saved file on your computer, than you can attach it to your application!

Recommended Deadline: January 10, 2025

7. Review, Finalize, Submit

Review your application and make sure that all required components are present

Check:

- Essays
- 2 recommendations (1 ROTC **AND** 1 Academic)
- Transcript Upload
- All other required fields completed

Hit the submit button before the deadline!

Deadlines are determined nationally by Project GO. Only applications that have been submitted before the deadline can be considered for review.

Domestic and Study Abroad programs have different deadlines:

- PGO Study Abroad Deadline: January 15, 2025

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