

# Required Items for Admissions

## What Do I Need to Turn In?

Your Required Items are listed on the **Admissions tab** of the MyUA-PTC Portal. Make sure to check your Required Items list often because it may change as your documents are processed.

## How Do I Turn In My Items?

### Option 1: Bring Them to a Student Services Office Location

**Main Campus**, Campus Center Building, Room 240: 3000 West Scenic Drive, North Little Rock, AR

**Little Rock-South**, Student Services Office: 13000 Interstate 30, Little Rock, AR

### Option 2: Mail Them to Us

**Pulaski Technical College  
Office of Admissions** 3000 West Scenic Drive  
North Little Rock, AR 72118

## High School or College Transcripts

You must request an official transcript from your high school or previous college(s).

The transcript must be in the sealed envelope from the institution if you drop it off in person. Your high school or college can mail your transcript to us.

***But I didn't go to that college!*** If there is a college on your list that you never attended, we'll need a letter from the school stating that you were never enrolled.

## ACT or Accuplacer Test Scores

First-time college students must score a 13 or above on the Reading section of the ACT OR a 55 or above on the Reading section of the Accuplacer to be admitted to UA-PTC. Test scores must be less than 5 years old.

You can ask your high school to include your test scores on your official transcript **OR** request your test scores be sent from ACT to Pulaski Tech.

**Take the Accuplacer at UA-PTC!**  
Visit [www.uaptc.edu/testing](http://www.uaptc.edu/testing) for information.

## Immunization (Shot) Records

UA-PTC requires proof of two (2) MMRs (measles, mumps, rubella) for students born after January 1, 1957. Shot records must be turned in within the first 30 days of the semester.

## Other Documents

Some students may need to turn in other types of documents. The best way to turn in these documents is to bring them in person.

