

## Introduction

Thank you for your interest in the SANS Technology Institute's bachelor's degree program in Applied Cybersecurity. This document leads you through the required steps in the process and may be used as a checklist for completion.

## Minimum Program Requirements

Before you complete the application materials, please confirm you meet the minimum criteria required of all applicants:

- Have completed an Associate of Applied Science (AAS) degree and an additional 10 general education credits, with a minimum cumulative grade point average of 3.0.
- Be at least 18 years old at the time of enrollment.
- Be a native English speaker or be able to meet the [requirements for non-native English speakers](#).

## Admissions Deadlines

Application deadlines fall on the 15<sup>th</sup> of each month and application review takes up to 30 days. If admitted, students will be eligible to join the next available [New Student Orientation](#) (NSO), which begins the first of each month. Only after a student completes New Student Orientation will they be allowed to register for their first course.

*Example Admissions Timeline:* For applications submitted by May 15<sup>th</sup>, applicants will be notified of an admissions decision within 30 days, on or before June 15<sup>th</sup> and then begin New Student Orientation (NSO) on July 1<sup>st</sup>.

## Application Requirements

All applicants must submit the following:

- A. Application Form
  - To log into the application portal, you must have a SANS account.
    - If you already have a SANS account, use the same email and log-in to start the application form.
    - If you do NOT have a SANS account, you should create a SANS account at <https://www.sans.org/account/create>, then start the application form.
  - The application can be found online at [application.sans.edu/apply](https://application.sans.edu/apply) and you will be guided through each step.
- B. Application Fee
- C. Current Résumé
- D. Official Transcripts
- E. Aptitude Assessment

## Application Details

### Submit the Application Fee

In order to complete the application process, students must submit the non-refundable \$35 application fee. The fee can be paid online through our [payment suite](#).

### Current Résumé

If you have a current résumé, we welcome you to share it with us so we can learn about your work experience. If you need help writing a resume, please see Appendix 1 for guidance.

### Official Transcripts

Students must submit official transcripts as part of the application. You should only send your official transcript once you have completed your AAS degree and 10 additional general education credits. If you have not yet completed these requirements, you can wait to send transcripts and be provisionally admitted until these requirements have been completed.

Transcripts are official only when they are sent directly from your prior school(s) to SANS.edu with no student contact involved. Please have your college/university submit an official copy of your transcript directly to [transcripts@sans.edu](mailto:transcripts@sans.edu). If electronic delivery is not an option, please mail official, sealed copies to:

SANS Technology Institute  
PO Box 184  
Pella, IA 50219

INTERNATIONAL STUDENTS: If submitting a transcript from a college/university outside of the United States, please first review the requirements for international students (<https://www.sans.edu/admissions/international>).

### Aptitude Assessment

Applicants to the bachelor's degree program are not required to have prior experience in cybersecurity. To help us understand your current level of knowledge, we require all applicants to complete an online aptitude assessment.

In the application portal, you will see instructions and an access code for completing the aptitude assessment. You will have two hours to complete the assessment, which will cover areas such as networking concepts, operating systems, and general information security aptitude.

Do not be concerned if you are unfamiliar with any of the topics covered in the assessment. Our program was designed to provide you with the foundational knowledge and skills you need to enter the cybersecurity workforce, even if you are new to the field.

### **Additional Instructions for International Students**

Please review the full set of additional application requirements at <https://www.sans.edu/admissions/international>.

### **Additional Instructions for Student Veterans**

Please review the full set of additional application requirements at <https://www.sans.edu/veterans/admissions>.

### **Conclusion**

The SANS Technology Institute aspires to be the preeminent institution of higher learning translating contemporary information security practice and scholarship into effective educational experiences. Attracting and selecting the very best candidates for our program are critical elements to achieve this goal.

We thank you for your interest and wish you success with your application. If you have questions during the application process, please email [info@sans.edu](mailto:info@sans.edu).

## Appendix 1 – Resume Guidance

### Formatting

SANS.edu recommends the following formatting:

- A Sans-Serif font, like Arial or Calibri
- Size 14 font for your name, and size 11 font for all other content
- No more than 2 pages in length
- 1" margins, which you may expand to .75" margins, if necessary for space

Things to consider:

- You should consider white space and how your resume uses bolded and italicized font to distinguish important details.
- Take an overall glance at your resume - does the spacing and title formatting allow you to easily find key sections and details? If you were a recruiter looking at this document for the first time, could you navigate to a certain detail (example: certifications held) in less than 5 seconds? If not, reconsider your format!

### Content

We suggest your resume contain the following content sections:

- **Contact information:** Include any digital profiles as appropriate, especially your customized LinkedIn URL
- **Security Clearance:** *If* you have clearance. If you do not have clearance, do not include this section.
- **Professional Summary:** A professional summary is another brief glance at your personal brand. Professional summaries are often less conversational and more straightforward.
- **Competencies and Skills:** We recommend including specific designations for **Technical Skills, Tools** with which you're proficient, **Hardware/OS** with which you're experienced, and **Professional Skills**. DO NOT "stretch" or lie about your skills.
- **Education & Certifications:** Spell out any acronyms and certifications listed. You may choose to list non-cyber or tech education at the end of your resume, or may choose to list it later if you have significant experience that would warrant more prominent positioning.
- **Experience:** List no more than 10 years of experience in *descending* chronological order (most recent first). Both work experience and personal projects/pursuits in cybersecurity matter here! If you have had significant work experience in the field, you may choose to separate this category into "Work Experience" and "Personal Projects." If you are new to the field with less work experience, personal projects showcase your skills in actual use cases.

