

SOMLA Application Documents Checklist

Complete and return by June 4, 2025:

- SUNY Oneonta Non-Degree Application & Registration Form
- NYS-MEP Student Application for SOMLA
- Student Agreement
- Medical Consent
- Prescription & Over-the-Counter Medication Consent
- Permission and Release

Upload to Citrix ShareFile:

<https://nysmep.sharefile.com/r-ra2db5364ee924f4a9bbb739e764e6844>

OR Mail To: Odilia Coffta | 56 Ellicott Ave. Batavia, NY 14020

Request to Guidance Counselors: Due by July 3, 2025:

- Official Transcripts
 - Must be sent directly from the student's high school, prior to the arrival of students on campus.
 - Educators use the Transcript Request Letter Provided.
 - Follow up with an email and **copy Jenny**, so she can help move it along!
 - Must be signed by a school official.
 - Must be uploaded to Citrix ShareFile or mailed.

Citrix ShareFile:

<https://nysmep.sharefile.com/share/upload/r56550a2334264ff8bab568af6cb6e04c>

OR Mail To: Odilia Coffta | 56 Ellicott Ave. Batavia, NY 14020

Key Dates & Deadlines

Wednesday, June 4, 2025	Application Documents Due
Thursday, July 3, 2025	Official Transcript Due
Sunday, July 13, 2025	SOMLA Student Arrival
Friday, July 18, 2025	SOMLA Student Departure