



A Unit of the Technical College System of Georgia

Office of Admissions
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CHECKLIST FOR INTERNATIONAL PROSPECTIVE STUDENTS

Thank you for your interest in Central Georgia Technical College! We offer associate degree, diploma, and certificate options in almost 200 programs of study and look forward to helping you achieve your academic goals. All citizens of a foreign country who wish to attend CGTC and receive a *Form I-20, Certificate of Eligibility for Nonimmigrant Student Status*, must complete the following steps:

- Complete and submit all documents and forms required for international admissions:**
 - Application for Admission* (to apply online, visit www.centralgatech.edu, click **BannerWeb** at the top of the page, and then click **Apply for Admission**)
 - Notarized *Affidavit of Financial Support for International Students* form or letter from banking institution (see *Affidavit of Financial Support* form for complete instructions)
 - Copy of passport for applicant and applicant’s dependents
 - Copy of visa
 - Copy of I-94 form (you can retrieve and print your most recent I-94 form at <https://i94.cbp.dhs.gov>)
 - Copy of TOEFL® test scores
 - Official copy of transcript from high school (or high school equivalent). Transcript(s) must be translated into English and evaluated by one of the following approved evaluation services:

EVALUATION SERVICES			TRANSLATION AND EVALUATION SERVICES
Global Credential Evaluators, Inc. 3515-B Longmire Drive PMB 323 College Station, TX 77845 Phone: (800) 707-0979 International: (301) 421-4581 www.gceus.com	Lisano International P.O. Box 407 Auburn, AL 36831-0407 Phone: (334) 745-0425 E-mail: lisanointl@aol.com www.lisano-intl.com	World Education Services ATTN: Documentation Center P. O. Box 5087 Bowling Green Station New York, NY 10274-5087 Phone: (800) 937-3895 E-mail: info@wes.org www.wes.org	Josef Silny & Associates, Inc. International Education Consultants 7101 SW 102 Avenue Miami, FL 33173 Phone: (305) 273-1616 Fax: (305) 273-1338 E-mail: info@jsilny.com www.jsilny.com

- Pay the non-refundable \$25.00 application fee**
 - Make checks payable to CGTC (domestic checks only)
 - To pay by credit card, visit the cashier (Warner Robins: Room A-129, Macon: Room J-152, Milledgeville: Room A-141) or call (478) 218-3387
- Take the free ACCUPLACER® college placement test at CGTC** (or provide a copy of ACCUPLACER®, COMPASS, ACT, or SAT scores if the test has been taken within the past five years)

If you have any questions regarding the admissions process for international students, please contact **Brandi Mitchem** at **(478) 445-2313** or email bmitchem@centralgatech.edu. Complete information is also available online at www.centralgatech.edu/admissions (click **International Students**).

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As set forth in its student catalog, Central Georgia Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law). The following person has been designated to handle inquiries regarding the non-discrimination policies: The Title VI/Title IX/Section 504/ADA Coordinator for CGTC non-discrimination policies is Cathy Johnson, Executive Director of Conduct, Appeals & Compliance; Room A-136, 80 Cohen Walker Drive, Warner Robins, GA 31088; Phone: (478) 218-3309; Fax: (478) 471-5197; Email: cjohnson@centralgatech.edu.