



Chattahoochee  
TECHNICAL COLLEGE



# ADMISSION INFORMATION FOR STUDENT VISA HOLDERS INTENSIVE ENGLISH PROGRAM

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## INTERNATIONAL SERVICES

980 South Cobb Drive SE  
Marietta, GA 30060-3398

### **Greg Moor, Coordinator**

Greg.Moor@ChattahoocheeTech.Edu  
(770) 528-4528

### **Angie Gonzalez, Specialist**

Angie.Gonzalez@ChattahoocheeTech.Edu  
(770) 528-5804

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[www.ChattahoocheeTech.Edu](http://www.ChattahoocheeTech.Edu)



Dear International Student,

Thank you for your interest in applying to Chattahoochee Technical College - Intensive English Program (IEP).

The International Services Office is available to answer your questions regarding admission, visa issues and orientation to the college and community. We strive to make the admissions process as easy as possible and look forward to serving you during your entire educational experience at Chattahoochee.

Sincerely,

International Services

**About tuition payments: Please be aware Chattahoochee Technical College does not offer payment plans. Tuition and fees must be paid in full by the posted payment deadline to avoid your classes being dropped.**



## CHECKLIST FOR INTERNATIONAL STUDENT ADMISSIONS - IEP

### Applicants

- Admission application

### F and M Applicants

- 2 Original bank statement (dated within the last 3 months) certified or notarized on official bank stationary in the amount of: (with supporter's name (Add \$4,500 per dependent)  
**1 Term: \$3,248    2 Terms: \$6,496    3 Terms: \$9,744    4 Terms: \$12,992    5 Terms: \$16,240**
- Affidavit of Support or Letter of Support (per sponsor)
- Completion of I-901 (for F, M, and J non-immigrants) and payment of SEVIS fee,\$200.00  
([www.FMJfee.com](http://www.FMJfee.com))

### Transfer student visa holder (from a U.S. Institution)

- Transfer Form
- I-20 from previous institution(s)

### Upon Arrival at CTC

- Passport (visa & biography pages)
- I-94 (front & back)
- I-20 from CTC

**IMMIGRATION DOCUMENTATION FOR I-20 (F and M STATUS)**

**If you are applying for, or have F or M student visa, supply the following documentation:**

Submit **original financial documentation** as required by the U.S. government.

- The school estimates that it will cost you \$16,240 USD for 5 terms to study at CTC - Intensive English Program. One calendar year equals 5 terms or 10 months.

**Estimated cost for one year (5 terms)**

Tuition and Books	\$7,900 USD
Living Expenses (estimated cost)	\$8,340 USD
<b>TOTAL (estimated cost)</b>	<b>\$16,240 USD</b>

**Estimated cost for one Term**

Tuition and Books	\$1,580 USD
Living Expenses (estimated cost)	\$1,668 USD
<b>TOTAL (estimated cost)</b>	<b>\$3,248 USD</b>

- The student or sponsor must provide a bank statement verifying that a minimum of \$16,240 USD is available to finance the first year of education. Bank contact information and telephone number printed clearly. Financial documentation must be dated within the last three months.

**COURSE SCHEDULE**

LEVEL 1-6					
TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
9:00 - 11:00	Grammar	Writing	Grammar	Writing	Listening/ Speaking
11:00 - 11:30	BREAK				
11:30 - 1:30	Integrated Skills	Reading	Integrated Skills	Reading	Listening/ Speaking
1:30 - 3:30 (2, 4, 8 Week)			American Culture (Lunch and Learn)		

LEVEL 7					
TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
9:00 – 11:00	Grammar	Writing	Grammar	Writing	Listening/ Speaking
11:00 – 11:30	BREAK				
11:30- 1:30	TOEFL	Reading	TOEFL	Reading	Listening/ Speaking
1:30 – 3:30 (2, 4, 8 Week)			American Culture (Lunch and Learn)		

## OBTAINING A STUDENT VISA

1. Obtain Form I-20 and a letter of acceptance from Chattahoochee Tech.
2. Pay SEVIS I-901 Fee. Currently the SEVIS fee to obtain an F, M, or J visa is \$200. Payment must be paid prior to the visa appointment with the U.S. Embassy. For payment options and further information, visit [www.FMJfee.com](http://www.FMJfee.com). Student is required to bring a copy of the SEVIS fee payment receipt (showing proof of payment) to the visa interview.
3. Find the U.S. Embassy closest to your home at <http://www.usembassy.gov/>. Check the consular site to see if there are any special instructions for the consulate you will be visiting.
4. Make an appointment with the embassy for the visa interview.

**Arrival Information:** At the port-of-entry to the U.S., the student will be interviewed again and the Arrival/Departure Form I-94 will be issued. The earliest date of entry into the U.S. allowed is 30 dates prior to the start date indicated on your Form I-20. The student will not be allowed entry into the U.S. beyond the start date. The student is required to make an appointment (telephone: 770-528-4528 or 770-528-5804) with Chattahoochee Technical College's International Services Office after arrival in Atlanta to complete U.S. Citizenship and Immigration Service requirements. An international student orientation will be provided before the term begins.

**IMPORTANT INFORMATION** *Chattahoochee Technical College will NOT accept faxed or photocopies as official documents.*

## **INTERNATIONAL SERVICES**

International Services Office is the resource center for international students to obtain information and student services that are specific to international students. Questions concerning international admissions, visa advisement and documents, orientation/ international student programs, and any other issue related to the international student can be addressed to:

All International admission documents should be sent to:

**International Services**  
**Chattahoochee Technical College**  
980 South Cobb Drive Building G.  
Marietta, GA 30060 USA

Admission status of an applicant cannot be determined until:

Admissions Office has received all official documentation, and International Services Office and Admissions Office have approved documents for admission.

## **HOUSING INFORMATION FOR STUDENTS**

CTC does not maintain student housing. Below are resources to help you locate living quarters in Atlanta.

- [Www.apartment.com](http://www.apartment.com)
- [www.apartmentfinder.com](http://www.apartmentfinder.com)
- [www.rent.com](http://www.rent.com)
- [www.promove.com](http://www.promove.com)
- For a homestay experiences contact Mark's Homestay:  
[www.markshomestay.com](http://www.markshomestay.com) • (404) 822-0071

Chattahoochee Technical College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees. Inquiries related to the college's accreditation by the Commission may be directed to SACSCOC, 1866 Southern Lane, Decatur, Georgia 30033-4097 or telephone 404-679-4500. Questions related to admissions and the policies, programs, and practices of Chattahoochee Technical College should be directed to the College.

Chattahoochee Technical College does not discriminate on the basis of race, color, national origin, gender or disability. The Section 504/ADA Coordinator Mary Frances Bernard, Section 504 Coordinator, Chattahoochee Technical College, 980 South Cobb Drive, Building G1125, Marietta, GA 30060, 770.528.4529, or [mfbarnard@chattahoocheetech.edu](mailto:mfbarnard@chattahoocheetech.edu) and the Title IX Coordinator is Cheri Mattox-Carroll, Title IX Coordinator, Chattahoochee Technical College, 5198 Ross Road, Room 132N, Acworth, GA 30102 (770) 975-4152, or [Cheri.Mattox-Carroll@chattahoocheetech.edu](mailto:Cheri.Mattox-Carroll@chattahoocheetech.edu)