

Submit **official transcripts** from your high school (or GED) and all colleges attended by the application deadline. All transcripts must be received in envelopes sealed by the sending institution. Applicants with a college degree will send college transcripts from all colleges attended but are not required to submit a high school or GED transcript. All international transcripts must be evaluated by an approved evaluation service and sent directly to CTC. We recommend the following evaluation agencies:

Foreign Credential Evaluations, INC

1425 Market Boulevard, Suite 330, Box 305
Roswell, GA 30076
Telephone: 770.642.1108
Fax: 770.641.8381
Website: www.fceatlanta.net
Email: powell_cotter@fceatlanta.com

Lisano International (high school evaluations only)

1381 Lee Road 400
Opelika, AL 36804
Telephone: 334.745.0425
Website: www.lisano-intl.com
Email: lisanointl@aol.com

Josef Silny and Associates, Inc.

7101 SW 102 Avenue
Miami, FL 33173
Telephone: 305.273.1616
Fax: 305.273.1338, Fax for translations 305.273.1984
Website: www.jsilny.com
Email: info@jsilny.com

- For high school transcripts or diplomas submit a document by document evaluation or General evaluation
- Students with college credit or a degree from a college or university outside the United States must submit a *course-by-course* evaluation of the transcript.

As set forth in its student catalog, Chattahoochee Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, 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(s) has been designated to handle inquiries regarding the non-discrimination policies: Chattahoochee Technical College Title IX Coordinator, Brannon Jones, 980 South Cobb Drive, Building C 1102B, Marietta, GA 30060, (770) 975-4023 or Brannon.Jones@chattahoocheetech.edu and Chattahoochee Technical College Section 504 Coordinator, Mary Frances Bernard, 980 South Cobb Drive, Building G1106, Marietta, GA 30060, (770) 528-4529, or maryfrances.bernard@chattahoocheetech.edu.