



Evaluation Companies

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

Mailing address:

1425 Market Boulevard, Suite 530, Box 305

Roswell, GA 30076

Telephone: 770.642.1108

Fax: 770.641.8381

Website: www.fceatlanta.net

Email: carolyn_christie@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.
- Documents not in English need to be translated
- We will accept evaluations from NACES and AICE member agencies.

Chattahoochee Technical College, the Technical College System of Georgia and Technical Colleges shall promote the realization of equal opportunity through a positive continuing program of specific practices designed to ensure the full realization of equal opportunity. The following persons have been designated to handle inquiries regarding the nondiscrimination policies: the Chattahoochee Technical College Title IX Coordinator, Shanequa D. Warrington, 980 South Cobb Drive, Building C 1102B, Marietta, GA 30060, 770-975-4023 or sdwarrington@chattahoocheetech.edu, and the Chattahoochee Technical College Section 504/ADA Coordinator Caitlin Barton, 5198 Ross Road, Building A1320, Acworth, GA 30102, 770-975-4099, or Caitlin.Barton@ChattahoocheeTech.edu, and the Chattahoochee Technical College Section 508/ADA Coordinator Stephanie Meyer, 980 South Cobb Drive, Building A 2114, Marietta, GA 30060, 770-528-3761, or Stephanie.Meyer@Chattahoocheetech.edu.
A Unit of the Technical College System of Georgia. Equal Opportunity Institution.