



# ADMISSION INFORMATION FOR PERMANENT RESIDENTS

## International Services

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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.

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 Technical College.

Sincerely,  
International Services



## CHECKLIST FOR INTERNATIONAL STUDENT ADMISSIONS

- Decide your major.
- Admission application & \$30.00 fee.
- Official high school transcript from U.S school
- Official college transcripts from all previous U.S. colleges
- Evaluations of international transcripts or diplomas
- High School – document-by-document evaluation
- College – course-by-course evaluation.
- ACCUPLACER Placement test or Testing Exemption: College earned Associate or Bachelor degree from English speaking country
- Original Permanent Residency card or U.S. Passport

## APPLICATION DEADLINES

Due to the amount of time required for preparing and processing the immigration paperwork, CTC encourages all international applicants to apply at least one semester prior to their desired start date.

**CTC semesters generally start as follows:**

**Fall Semester - August • Spring Semester - January • Summer Semester - May**

## ADMISSION STEPS FOR INTERNATIONAL STUDENT

Submit a completed admission application and a nonrefundable \$30.00 application fee in U.S. currency by credit card, money order or check drawn on a U.S. bank payable to Chattahoochee Technical College by the appropriate admission deadline.

**High School Transcripts:** Submit official transcripts from your high school and all colleges attended by the application deadline. All transcripts must be received in envelopes sealed by the sending institution.

**College/University Transcripts:** Applicants with a college degree will send college transcripts from all colleges attended but are not required to submit a high school. 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 530, Box 305 (*Mailing Address only*)  
Roswell, GA 30076  
Telephone: 770.642.1108  
Fax: 770.641.8381  
Website: [www.fceatlanta.net](http://www.fceatlanta.net)  
Email: [carolyn\\_christie@fceatlanta.com](mailto: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](http://www.lisano-intl.com)  
Email: [lisanointl@aol.com](mailto:lisanointl@aol.com)

#### Josef Silny & Associates, Inc., International Education Consultants

7101 SW 102 Avenue  
Miami, FL 33173  
Telephone: 305.273.1616  
Fax: 305.273.1338, Fax for translations 305.273.1984  
Website: [www.jsilny.org](http://www.jsilny.org)  
Application: [www.jsilny.org/pdf/ChattahoocheeTechnicalCollege.pdf](http://www.jsilny.org/pdf/ChattahoocheeTechnicalCollege.pdf)  
Email: [info@jsilny.org](mailto:info@jsilny.org)

- 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.



## INTERNATIONAL SERVICES

International Services is the resource center for international students to obtain information and student services concerning international admissions, visa advisement, immigration documents, orientation and international student programs.

### **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:** International Services and Admissions Office have approved all 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.rent.com](http://www.rent.com)
- [www.zumper.com](http://www.zumper.com)
- [www.promove.com](http://www.promove.com)
- [www.apartment.com](http://www.apartment.com)
- [www.apartmentfinder.com](http://www.apartmentfinder.com)
- Comfort Homestay: [www.comforthomestay.com](http://www.comforthomestay.com) • [byronharvey@gmail.com](mailto:byronharvey@gmail.com) • (678) 994-7112
- Mark's Homestay: [www.markshomestay.com](http://www.markshomestay.com) • (404) 822-0071