

International Graduate Application for Online Programs

Bring
your
world to
Georgia
College



Earn a Degree at One of the Highest Ranked Universities in the Southeastern United States.

International Education Center

Georgia College
Campus Box 49
Milledgeville, GA 31061-0490
USA

Tel: 478-445-4789
Fax: 478-445-2623
Email: intladm@gcsu.edu
www.gcsu.edu/international



GEORGIA'S PUBLIC LIBERAL ARTS UNIVERSITY

International Graduate Application for Admission

WELCOME TO GEORGIA COLLEGE

Georgia College (GC) welcomes international applicants. With small class sizes, affordable tuition, a safe campus and excellent facilities, GC is the ideal place to pursue a degree.

This application is for international applicants who wish to apply for for fully online programs.

APPLICATION INSTRUCTIONS AND CHECKLIST

Please follow this checklist carefully and submit ALL required items by the application deadline. The International Education Center must receive items 1 through 6 on this checklist **BEFORE** your application will be evaluated. **Incomplete applications will NOT be considered for admission.** You may send this application form by email to intladm@gcsu.edu. Alternately, you may physically mail the application with supporting documents. Items 2, 3, and 4 should be sent DIRECTLY from the issuing institution(s) to Georgia College & State University. All application documents submitted become the property of Georgia College.

- 1. **Completed and signed application form.**
- 2. **OFFICIAL (certified or attested) education records** in the original language, along with an official (certified or attested) English translation, of ALL college/university level work, including all final examination results. Notarized records will not be accepted.
- 3. **OFFICIAL TOEFL score or IELTS score report**
- 4. **Official graduate test score (GMAT, GRE or MAT)** sent directly from the issuing institution.
- 5. Other documents required for the specific program to which you are applying such as letters of recommendation. (Refer to the graduate catalog at www.gcsu.edu/catalog.)
- 6. **Copy of passport identification page or national identification card.**

NOTE ON EDUCATIONAL DOCUMENTS

GC's International Education Center will review your educational documents and equate your previously completed coursework to U.S. grade equivalencies. At times, we may advise applicants to use an outside credential evaluation agency if we are unable to determine educational equivalences. Only agencies which are members of NACES (www.naces.org) may be used in these instances.

ALL educational experience must be supported by official documents submitted *directly* from the appropriate issuing institution(s) to Georgia College listing courses taken (with credits/points or hours per course and grades awarded), educational degrees, certificates, and/or awards received. If documents are in a language other than English, they must include an official (certified or attested) English translation. Supporting documentation must bear the original seal or stamp and the signature of an official of the issuing institution.

In rare instances, Georgia College may accept a photocopy of original education documentation provided that the document photocopied is certified with an original seal or stamp AND original signature of:

- a) the issuing institution and a designated official, or
- b) a U.S. Consular or U.S. Educational official outside of the United States.

Certification with a Notary signature is not sufficient.

Georgia College reserves the right to verify all submitted documents with the issuing institution. You may be asked to provide further proof of your educational history if such proof is deemed necessary by GC International Admissions.

APPLICATION REQUIREMENTS

English Language Proficiency:

Applicants must document English proficiency in *one* of the following ways:

1. **TOEFL** Minimum Scores: 79 (Internet-based), or 550 (paper-based)
 - Request scores be sent directly from ETS (GC School Code 5252): www.ets.org
2. **IELTS** Minimum Score: 6.5
 - Request scores be sent directly from IELTS: www.ielts.org
3. Other proof of proficiency in the English language as determined by the International Admissions staff



GRADUATE EXAM AND ACADEMIC REQUIREMENTS

Entrance requirements vary by program. Please refer to the specific admission and program requirements in the on-line graduate catalog (<https://gcsu.smartcatalogiq.com>). Note that some programs also require letters of recommendation, writing portfolios or other documents.

To request GMAT scores, contact Pearson Vue at www.mba.com/mba. The school code varies by program:

MBA Program: **3TC-NH-78**

MMIS Program: **3TC-NH-34**

MAac Program: **3TC-NH-83**

MSCM Program: **3TC-NH-35**

To request **GRE** scores, contact the Educational Testing Service (ETS) at www.ets.org (GC school code: **5252**). To request MAT scores, contact Harcourt Assessment at harcourtassessment.com (GC school code: **2379**).

APPLICATION DEADLINES

Applications are evaluated once the file is complete with all supporting documents received. Applicants will be notified of the admission decision after the file is complete. To ensure sufficient time to process the application, **students are strongly encouraged to complete the application process as early as possible and well in advance of posted deadlines.**

To be considered for admission, submit your *completed* application to our office by the recommended submission dates:

Fall Semester (Aug-Dec)**April 1**

Spring Semester (Jan-May)**Sept. 1**

Applications received after the above dates may need to be deferred to the next available semester.

Note: Some graduate programs may have earlier deadlines. Check program requirements at:

gcsu.edu/futurestudents/graduate

ANNUAL SECURITY AND FIRE SAFETY REPORT

The GC Annual Security and Fire Safety Report includes crime statistics for the previous three years concerning reported crimes that occurred On Campus; in or on certain Non-campus buildings or property owned or controlled by GC; and on Public Property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, fire safety policies/statistics and other matters. Hard copies are available at the Department of Public Safety, Human Resources, and Office of Admissions. You can have a card copy mailed to you by calling 478-445-3082 or get it on-line at

gcsu.edu/publicsafety/annualreport.htm.

CONTACT INFORMATION

Please contact the International Education Center with any questions regarding the application process. Applications may be sent to either of the addresses below. Please send official educational documents by postal or express mail. We look forward to receiving your application!

Standard Mailing Address:
Georgia College
International Education Center
Campus Box 49
Milledgeville, GA 31061 U.S.A.

Tel: 1-478-445-4789
Fax: 1-478-445-2623
Email: intladm@gcsu.edu
Web: gcsu.edu/international

Address for Express Packages:
Georgia College
International Education Center
320 N. Wayne Street
Milledgeville, GA 31061-0490 U.S.A



International Student Graduate Application for Admission

Campus Box 49
 Milledgeville, GA 31061-0490, U.S.A.
 478-445-4789 • Fax 478-445-2623
 E-Mail: intladm@gcsu.edu • http://www.gcsu.edu

PLEASE TYPE OR PRINT NEATLY AND COMPLETE ALL SECTIONS.

Name on Passport: _____
[NOTE: PLEASE CIRCLE FAMILY/LAST NAME(S)] *Family/Last* *Given/First* *Middle*

Name you wish to be called: _____ Place of Birth: _____
 (City and Country)

Country of Citizenship: _____ Country of Residence: _____

Are you currently in the United States? Yes No If so, what is your current immigration status? _____

Complete mailing address to which application correspondence should be sent (including country): _____

Telephone (country code + city code + number): _____

Fax: _____ E-Mail: _____
 (NOTE: Communication regarding your application will be primarily through email.)

Alternate E-Mail: _____

Parent(s), Guardian, or Spouse's Name (circle one): _____

Permanent Home Country Address: _____
Street Name and Number

Town or City

Province

Postal Code

Country

CHECK THE PROGRAM OF STUDY TO WHICH YOU ARE APPLYING:

- MS Logistics and Supply Chain Management
- MS Health and Human Performance (Health Promotion)
- MMIS Management Information Systems
- MMT Master of Music Therapy
- MPA Criminal Justice
- WebMBA
- Other Online Program _____

Have you previously applied to GC? Yes No If so, which term and year?

SEMESTER YOU PLAN TO ENTER	CLASSIFICATION	DEMOGRAPHIC INFORMATION	
<input type="checkbox"/> Fall (August) Year _____ <input type="checkbox"/> Spring (Jan.) Year _____	<input type="checkbox"/> New Graduate Student <input type="checkbox"/> Former GC Student <input type="checkbox"/> Transient (retains enrollment at current university)	Date of Birth: _____ Month Day Year Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	RACE: OPTIONAL-FOR STATISTICAL PURPOSES ONLY <input type="checkbox"/> American Indian <input type="checkbox"/> Multiracial <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Hispanic <input type="checkbox"/> Black (not of Hispanic Origin) <input type="checkbox"/> Other _____ <input type="checkbox"/> White (not of Hispanic Origin)

How did you learn about Georgia College?

- Current or former GC Student
- Study in the USA magazine/website
- GC website
- American Colleges & Universities magazine/website
- U.S. Advising Center in your country
- Peterson's guide/website
- Study Georgia website

Other: _____



Georgia College International Education Center Campus Box 49 Milledgeville, GA 31061 USA	Toll Free in Georgia Direct Fax E-mail	1-800-342-0471 478-445-4789 478-445-2623 intladm@gcsu.edu
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EDUCATIONAL BACKGROUND

Undergraduate applicants must list **all** high school/secondary school and **all** college/university level work. Use the terminology of the country where the school was located. Do not try to translate or interpret any terms into U.S. terminology or equivalents.

In Column #1, write in the name and location of the school you attended.

In Column #2, fill in the calendar year(s) that are appropriate for the year(s) you attended and/or received academic or trade training.

In Column #3, write the kind or type of school Secondary, Preparatory, Gymnasium, Teachers College, Trade School, University, etc.

In Column #4, write the language of instruction used in the majority of your classes at the school.

In Column #5, write the name of any examination(s) you passed or certificate(s) you received at the end of your studies there-such as GCSE or GCE (number of subjects on "O" and "A" levels), Bachillerato, Abitur, Baccalaureat II, Licenziatura, Diplom or whatever is applicable in your case. Include the date. If no degree/diploma was awarded to you for your education/training at that school, write "none."

School (Name and Location) Column #1	Dates of Attendance Column #2	Type of School Column #3	Language of Instruction Column #4	Examination/Certificate Column #5
	-			
	-			
	-			
	-			
	-			
	-			

Are you currently enrolled at the last institution attended? Yes No If yes, date you will complete studies? _____

Will any of your transcripts arrive under a different name? Yes No If yes, what name? _____

Are you currently on suspension/dismissal/exclusion from any school? Yes No

Name and email/ mailing address of contact person(s) at previous school(s): _____

ENTRANCE TEST INFORMATION

Test Taken or Scheduled to Take	Test Date	Date Official Scores Requested for GC
<input type="checkbox"/> TOEFL		
<input type="checkbox"/> IELTS		
<input type="checkbox"/> GMAT		
<input type="checkbox"/> GRE		
<input type="checkbox"/> MAT		

Other proof of English language proficiency: _____

Have you ever been convicted of a crime in the U.S. other than a traffic offense, or are any criminal charges now pending against you?
 Yes No *Convictions shall include: a finding of guilty by a judge or jury, or a plea of guilty or a plea of nolo contendere, irrespective of the pendency of availability of any appeal or application for collateral relief. If yes, explain fully on a separate page, specifying the nature of the offense(s), the date(s) it/they occurred, the name and location of the court(s) and sentence(s) imposed. Please submit court documentation if appropriate.*

I understand that any material false statement made knowingly and willfully by me on this application, or any documents attached hereto may, in accordance with O.C.G.A. 16-10-71, which provides that upon conviction, a person who knowingly commits the offense of false swearing shall be punished by a fine of not more than \$1,000 or by imprisonment for not less than one nor more than five years, or both, subject me to prosecution in a court of law. Additionally, I further understand that any such false statement may subject me to immediate dismissal from the institution.

Further, I certify that, to the best of my knowledge, the information submitted on this application is true and complete. I consent to allow representatives of GC to conduct a criminal background check and such other background investigations as the university deems appropriate in evaluating my application as a student at GC. I further understand that upon enrollment, I am expected to become familiar with and abide by the GC Honor Code and the Student Rules and Regulations as set forth in the GC Catalog.

In accordance with Board of Regents Policy 4.3.4, all applicants who are accepted for admission or readmission to Georgia College for Fall, 2011 or any academic semester thereafter, and who seek to be classified as in-state for tuition purposes, will be required to provide validation of residency and lawful presence in both the State of Georgia and the United States. Acceptance to Georgia College is conditional until lawful presence is verified.

Signature of Applicant: _____ Date: _____