



INTERNATIONAL

ADMISSION

SUPPLEMENTARY

PACKET

*For Applicants Holding
or Requiring a Non-Immigrant Visa
and/or*

*Applicants Who Have Been Educated
Outside of the United States.*

International Applicant and Document Deadlines

Freshman Deadlines

Fall	March 1
Spring	October 1
Summer	March 1

Transfer Deadlines

Fall	June 1
Spring	October 1
Summer	April 1

Dear Prospective Student,

Thank you for your interest in Georgia State University. **This packet contains supplemental information necessary for your application if you currently hold or require a student visa and/or you have been educated outside of the United States.** Please read this information thoroughly before submitting your application materials - it should answer many of your questions, and will give you the information you need to ensure that your admission decision is made as quickly as possible. The information we request is necessary for making a decision regarding your admission to the university. You must make arrangements for Georgia State to receive all your materials before the appropriate deadline. The deadlines are published on the front cover of this packet. If you are requesting a Form 1-20 (for F-1 visa) or a Form IAP-66 (for J-1 visa) from Georgia State, please allow no less than 60 days for your forms to be processed.

APPLICATION MATERIALS REQUIRED FOR BEGINNING UNDERGRADUATE FRESHMAN OR TRANSFER APPLICANTS:

All applicants

- **Application**
- **\$50 application fee**
- **Official academic documents: transcripts, marksheets, certificates, diplomas**

Freshman - Applicants who have never attempted any postsecondary level study (university) must submit records of all secondary level study (high school) and/or school leaving examination results (GSCE, WASC, CXC, O-levels, Abitur, etc.)

Transfers - Applicants who have had one year or more postsecondary education do not need to submit secondary educational documents, only university-level documents from each institution attended. Applicants who have less than the above stated requirements must submit both secondary and postsecondary records.

Academic records should include all secondary and/or postsecondary study, subjects studied and grades earned, and must bear the official seal of the institution attended. Academic records should be sent to Georgia State University by the institution responsible for issuing such documents. A certified official translation of all documents not written in English must accompany original documents. Certifications must be made by the proper institutional officer, the Ministry of Education of the home country or binational center.

➡ Applicants must identify every university/postsecondary institution where enrolled and submit documents from the institution, regardless of the age of the information, academic performance, or political/bureaucratic situation in the home country. Failure to do so is cause for denial or dismissal.

- **Test Scores**

TOEFL or **GSTEP** - Applicants whose first language is not English must submit an English proficiency evaluation test result. The Test of English as a Foreign Language (TOEFL) is an international standardized test available worldwide. Information concerning test dates and testing sites may be obtained by contacting TOEFL, Box 899, Princeton, New Jersey 08541, USA. Applicants who have completed a year of full-time undergraduate study at an accredited institution in the United States, including freshman English composition, are not required to submit TOEFL scores.

➡ **It is recommended that all applicants for undergraduate admission score 550 on the paper-based Test of English as a Foreign Language (TOEFL) or 213 on the computer-based TOEFL or 79-80 on internet-based TOEFL.** Applicants who meet all admission requirements but score below the minimum required on the TOEFL will be referred to the Intensive English Program at Georgia State University.

The Georgia State Test of English Proficiency (GSTEP) is an institutional examination administered by Georgia State. GSTEP score results may be submitted instead of the TOEFL. This test is only valid at Georgia State and the applicant must register and take the test on campus. To register for the GSTEP test, contact the Department of Linguistics and English as a Second Language at 404/651-3650.

SAT I/ACT: The SAT I Reasoning Test and the ACT are standardized evaluations traditionally given to students entering university for the first time after completing high school.

Freshmen: Applicants who have never attended a university must submit an SAT I or ACT score. (If a freshman applicant is a permanent resident of the United States and completed secondary/high school more than five years ago, a specialized test will be used in place of the SAT I/ACT. The Office of Admissions will schedule this test for the applicant.)

Transfers: Applicants who have completed less than one year of university-level coursework must submit SAT I or ACT scores.

The SAT I and ACT are available worldwide. Information concerning test dates and testing sites may be obtained by writing to CEEB/SAT, Box 592, Princeton, New Jersey 08541, USA or ACT Records, P.O. Box 451, Iowa City, Iowa, 52243, USA.

Certificate of Immunization:

As a prerequisite to registration, the University System of Georgia requires that all students provide proof of immunization for measles, mumps, and rubella, Tetanus/Diphtheria, Varicella and Hepatitis B. No student will be allowed to register until immunization information is received by Georgia State. This information is not necessary for an admission decision, but will be needed before orientation/registration. The necessary form is available at www.gsu.edu/health (click on immunization form). Applicants transferring from other University System of Georgia institutions will have their immunization information reported to Georgia State on their official transcripts and do not need to submit additional information.

Applicants who were educated outside of the United States

Official credential evaluation for international academic documents:

Georgia State University requires that all international academic documents (transcripts, mark sheets, certificates, leaving examination results, etc.) be formally evaluated by an independent evaluation service. We have provided the application for the service that we feel best meet the needs of the applicant and Georgia State, Josef Silny & Associates. Applicants must submit this application to Josef Silny & Associates along with the fee for the document-by-document evaluation and the grade point average equivalent evaluation (required for freshman applicants) or the fee for the course-by-course evaluation (required for transfer applicants). Fees from overseas must be in the form of an International Money Order. Applicants must also submit original academic documents and certified English translations to Georgia State if using Josef Silny & Associates, who does not evaluate their academic documents. One original report of the evaluation should be sent to Georgia State.

Please note that Rush Reports are not necessary and will not significantly shorten the admission process. If you have detailed questions about this evaluation process, please contact Josef Silny & Associates at 305/237-1616.

Although we recommend Josef Silny & Associates, we will accept evaluations from the following services: Educational Credential Evaluators, Inc., P.O. Box 514070, Milwaukee, Wisconsin 53203-3470, or World Education Services, Inc., P.O. Box 745, Old Chelsea Station, New York 10113-0745.

➡ **Transfer Applicants, please note:** While this evaluation will be used to determine admissibility to Georgia State, we will need further information about coursework to fully evaluate and determine the applicability of credit to a degree program. Applicants should submit to Georgia state official syllabus information/course descriptions/catalogs from the schools attended. All information must be translated into English and verified by the proper authorities in the country.

Applicants currently holding or requesting an F-1 (student) visa

- The Georgia State University Financial Affidavit (see enclosed form for details)
- Transfer Information Sheet - if currently holding F-1 visa (see enclosed form for details)

Applicants who are permanent U.S. residents, asylees, or refugees

- Photocopy of front and back of Permanent Alien Card
or
- Photocopy of I-94 Card (carried with passport)
or
- Photocopy of other documentation defining current INS status

➡ *This information is critical to determining an applicant's status as a Georgia resident (necessary to receive in-state tuition rates).*

Application requirements for Transient Students

Students enrolled in an undergraduate degree program at another accredited institution in the United States may apply for transient (visiting) status by submitting the Application for Admission, the \$50 application fee, and a Statement of Good Standing and Permission to Register as a Transient Student from the Registrar of their home institution. International students holding F-1 or J-1 visas in the United States also must provide a Statement of Permission from the international student advisor at the home institution.

Application requirements for International Students

Forward application forms and supporting documents to:

Office of Admissions
Georgia State University
P.O. Box 4009
Atlanta, Georgia 30302-4009
USA

Applicants should allow at least 6 weeks for a reply after mailing their application forms. An Admission decision response or memorandum requesting items missing from the application will be mailed to the applicant after receipt and review of the application.

Before mailing your application, be sure you have:

- completed all parts of the application, including signature and date;
- enclosed \$50 application fee in United States currency;
- arranged for submission of appropriate test scores (TOEFL, GSTEP, SATI, ACT);
- requested that official records of education be sent to Georgia State University Office of Admissions;
- arranged for evaluation of international academic records (if appropriate);
- enclosed photocopies of immigration documents (if appropriate);
- completed the Georgia State University Financial Affidavit (if appropriate);
- completed the Transfer Information Sheet (if appropriate);
- arranged for verification of immunization (see application for details).