

F-1 Visa Student Admission Checklist

Submit Online Application

- Identify the F1 Visa Eligible Degree program of study
- Visit **Gwinnett Technical College's Application** and select "Apply Now"
- Select Fall or Spring for your application term. *Limited exceptions for a Summer start may be considered on a case-by-case basis.*
- Pay the one-time \$25 non-refundable application fee

Document Submission Deadline

Term	Fall 2025	Spring 2026
Early Deadline	June 28	November 8
Late Deadline	July 17	December 5
Class Begin	August 19	January 13

Submit Official Transcripts

Foreign transcripts must be translated and evaluated by a NACES certified evaluation company.

A list of approved evaluation companies can be found at: [NACES.org/members](https://www.naces.org/members)


- For High School Diploma or GED transcript:** Submit an **official document-by-document** translation and evaluation of your high school or GED transcript. Applicants who have earned an associate or bachelor's degree are not required to submit a high school diploma or a GED transcript.
- For Post-Secondary Degree:** Submit **official course-by-course** translation and evaluation of transcripts from post-secondary colleges, universities, and other institutions attended.

Ways to Submit Evaluations

Opened transcripts are considered unofficial and cannot be accepted.

Email (for F-1 Students only)	In-Person	Mail
Sent directly by the evaluation company to AdmissionsDocs@GwinnettTech.edu	Admission's drop boxes are located near the Front Desk in Building A on both campuses.	Gwinnett Technical College Admissions Office 5150 Sugarloaf Parkway Lawrenceville, GA 30043

Submit Official Placement Test Scores or Take ACCUPLACER (*one of the following*)

SAT Scores	ACT Scores	NEXT GENERATION ACCUPLACER
Reading/Writing 340 or higher Math 420 or higher	Reading 16 or higher English 14 or higher Math 17 or higher	
Official Scores within last 5 years SAT scores sent to GTC from CollegeBoard.org GTC school code: 5168	Official Scores within last 5 years ACT scores sent to GTC from ACT.org GTC school code: 0847	Students outside the U.S. must choose the <u>Virtual</u> Accuplacer Exam (F1 VISA Students Only) option and pay a \$25 proctoring fee to Examity

Exemption Qualifications: Successfully completed degree level MATH and ENGL (with a grade C or better) at a regionally accredited post-secondary institution in the U.S.

Submit Proof of English Language Proficiency

Only if English is NOT the official language for your country of origin

Scores provided cannot be more than 2 years old by the date of submission.

- TOEFL IBT score: 72 or higher
- IELTS Overall Band Score: 6.5 or higher

Exemption Qualifications: Successfully completed ENGL 1101 with a grade of C or higher at a regionally accredited Post-secondary institution in the U.S., or qualifying SAT or ACT scores no more than 5 years old by the date of submission.

WHAT ARE MY NEXT STEPS?

Submit F-1 Visa Documents with Supporting Documentation to

FVisaDocs@GwinnettTech.edu. (Refer to the Forms and Documents QR code below to access the forms.)

□ [F-1 Student Information Worksheet](#)

- **Students applying from outside the U.S.** must include a copy or picture of their unexpired passport's biographical page with the [F-1 Student Information Worksheet](#).
- **Current F-1 students seeking to transfer to GTC** must include a copy or picture of their passport's biographical page, current visa, most recent I-94, and current I-20 (with a wet signature and date) with the [F-1 Student Information Worksheet](#). Please make sure to notify your current Designated School Official (DSO) of your intent to transfer to Gwinnett Technical College (GTC) before completing our admission process. GTC will not recommend reinstatement on a completed or terminated I-20. Once accepted to our college you will need to send a completed [F-1 Student Transfer In Form](#) to your DSO with a copy of your Gwinnett Technical College's acceptance letter for them to transfer your current I-20 to GTC.
- **Students in the U.S. seeking to change their current visa or status to an F-1 status** must include a copy or picture of their passport's biographical page, current visa, and current I-94 with the [F-1 Student Information Worksheet](#). Please be aware that people who have entered the United States under a C Visa, D Visa, K Visa, M Visa, S Visa, or Visa Waiver may not apply to change their status to F-1.

□ [F-1 Student Affidavit of Financial Support](#)

- This document must include supporting documentation demonstrating that the student or their sponsor(s) can financially support the tuition, fees, and living expenses of the student for a full year or the entire length of the program, at least \$35,678.
- For students with dependents, documentation must show they have an additional \$5,000 for each dependent.

Acceptable documents include bank statements or official letters issued by a bank or financial institution.

Documents must be issued on official letterhead, in English, indicate amounts in U.S. Dollars (please also indicate the exchange rate used if a conversion of funds is needed), and contact information for agent issuing the document.

These documents cannot be **more than 3 months old** at the date of submission.

Check Your Status

GwinnettTech.edu/enrollment/apply/

Log into your application portal

View your checklist

Green ✓ = Processed, Red X = Not Processed

International Student Services Department

✉ ISS@GwinnettTech.edu

☎ 678-226-6888

Appointments for F-1 students are available Monday through Friday using the Qless app or visiting:
<https://gwinnettech.edu/qless/>

Please allow a minimum of 3 weeks for submitted documents to be processed.

Resources



[F-1 Application Process](#)



[Forms and Documents](#)



[Apply Now](#)



[QLESS](#)

Alpharetta-North Fulton Campus
2875 Old Milton Parkway
Alpharetta, GA 30009-2230

Lawrenceville Campus
5150 Sugarloaf Parkway
Lawrenceville, GA 30043-5702

