



DEAR INTERNATIONAL STUDENT:

Thank you for your interest in attending Greenville Technical College. The Admissions Office is pleased you are requesting more information on the International Student process. This information can also be found on the Greenville Technical College web site at www.greenvilletech.com

Our programs of study are divided into two categories:

1. The Associate in Arts/Sciences degree program is parallel to the first two years of a university program. You can complete the first 2 years of a bachelor's degree at Greenville Technical College and then transfer to a university to complete requirements for a bachelor's degree in a major of your choice.
2. Two-year Technical Associate degree. Programs are in the Business, Public Services, Health Sciences, Nursing, Industrial and Engineering Technologies divisions. These are not part of a university degree program; instead they are for the person who wants a two-year education to prepare them for a specific job. For more information concerning the individual programs offered, please review the Greenville Technical College web site at www.greenvilletech.com.

Admission Requirements for International Students

1. Submit a completed application and a recent passport size photograph.
2. A \$35.00 non-refundable application fee is required. This may be paid by check or money order, and must be in U.S. dollars.
3. If English is not your native language, you must present a Test of English as a Foreign Language (TOEFL) score report showing a minimum score of 500 (paper version), 173 (computer version), or 61 (internet version).
 - o TOEFL scores older than 2 years will not be accepted.
 - o To schedule test or for more information, go to TOEFL website www.toefl.org
4. Provide documentation certifying that you have successfully completed a secondary education program equal to a U.S. high school diploma. This documentation must be evaluated by an accredited institution such as World Educational Services. www.wes.org
5. To have coursework taken at foreign universities considered for transfer credit an external evaluation must be obtained from World Education Services. www.wes.org
6. Complete the [Affidavit of Support](#) and [Certification](#), and present official documentation of financial support in the amount of \$20,760 US dollars.

If you are married and plan to bring your spouse and children, a larger amount must be certified by an additional \$3,000 for your spouse and \$2,500 per year per child.
(Note: Spouses of F-1 Visa holders are not permitted to work.)
7. U.S. medical costs are very high. You will be required to carry valid medical insurance. The cost of this insurance varies from company to company.

If you are transferring from another US college or university, present a satisfactory Status Verification Form from the International Student Advisor at your school and an official copy of your college transcripts.

Submitting International Student Paperwork to Greenville Technical College

All documents must be mailed together and addressed to the International Student Advisor. Once all documents are received, a decision will be made as to whether or not this institution can assist you in continuing your education in the United States.

- At the time all necessary documents are submitted, you will be required to make a deposit of \$ 6490.00* (*subject to change) payable to Greenville Technical College. This deposit will be held in an international student account and made available to finance your last two semesters of study at Greenville Technical College. Any unused deposit is fully refundable. To receive refund the student must submit a request within one year of the student's status change or departure. If for any reason you are not able to attend or transfer before using deposit, it will be refunded

We suggest you make copies of all documents you send to Greenville Tech.

For Guaranteed Processing

- Students applying for the Fall semester must submit all appropriate documentation by May 1.
- Students applying for the Spring semester must submit all documentation by October.1.
- Students applying for the Summer semester must submit all documentation by February 15. (Students are encouraged to begin Fall or Spring semester)

When all admissions requirements have been completed, a Form I-20 will be issued to you.

After receiving the I-20, the student will need to pay the \$100 SEVIS fee directly to United States Citizenship and Immigration Services. A student who has paid the fee once will not need to pay it again. Go to www.fmjfee.com to pay the fee. Be sure to print a receipt!

Note: Once you arrive on campus, you will be directed to take the College Placement Test.

Additional Information:

Housing

The Greenville Tech Foundation Inc. offers student housing. The garden-style apartments are adjacent to the College's Barton Campus. Every student enjoys a private bedroom with up to three roommates sharing a furnished apartment that includes living and dining space and a fully-equipped kitchen. A clubhouse includes a game room, fitness center, computer lab, and vending area.

Transportation

You will be responsible for providing your own transportation to and from college. There is only limited public transportation in the area. You may wish to purchase a second-hand car for personal transportation. If you purchase a car, you will be required to purchase car insurance. Premiums range from \$500.00 - \$1,200.00. Some students purchase bicycles instead of a car if living close to the college.

Requirements for Maintaining Student (F-1) Status

The requirements listed below contain information concerning the rules and regulations you will be expected to abide by while you are in the United States and attending Greenville Technical College. The Citizenship and Immigration Services of the United States REQUIRES that if you are attending United States schools on a student (F-1) visa you must:

1. Have a passport that is kept valid at all times.
2. Attend the school that you were authorized to attend. When you enter the U.S. using the I-20 of one school and attempt to attend another, you are committing an unlawful act and are considered "out-of-status" by the United States Citizenship and Immigration Services.
3. Continue to carry a full course of study. You must be enrolled in 12 credit hours for the entire semester. When you drop below 12 credit hours during a semester, you are "out-of-status" with the United States Citizenship and Immigration Services and Greenville Technical College and will be reported.
4. Leave the U.S. by the anticipated completion date shown on Form I-20 (no more than 60 days after graduating from your program), or apply to the DSO for a program extension. School transfer process must be started prior to end of current program.
5. Apply to the Designated School Official (DSO) to move from one educational level to another at the same school within the appropriate time.
6. On-campus employment and internships must be approved by the Greenville Technical College Designated School Official (DSO). Unauthorized employment is considered a violation of status by the United States Citizenship and Immigration Services.
7. Employment off-campus must be approved by the United States Citizenship and Immigration Services and Greenville Technical College's Designated School Official (DSO). Unauthorized employment is considered a violation of status by the United States Citizenship and Immigration Services
8. Immediately report any change of address to Designated School Official (DSO). The DSO will notify the United States Citizenship and Immigration Services within 10 days of the change.

Estimate of Student Expenses for One Year

ACADEMIC EXPENSES

Tuition - \$3,245.00/12 credit hours	\$6,490.00
Fall Semester - 12 hours	\$3,245.00
Spring Semester - 12 hours	\$3,245.00
Student Fee - \$25.00	\$ 50.00
Fall Semester	\$25.00
Spring Semester	\$25.00
Technology Fee	\$ 100.00
Fall Semester	\$50.00
Spring Semester	\$50.00
Lab Fees	\$ 50.00
Books - 12 books @ \$60/book	\$ 720.00
Supplies	\$ 300.00
Total Estimated Education Cost	\$7,710.00

LIVING EXPENSES

Rent - 12 months @ \$600/month	\$ 7,200.00
Utilities - 12 months @ \$100/month	1,200.00
Food - 12 months @ \$200/month	2,400.00
Medical Insurance*	550.00
Personal Expenses	400.00
Transportation**	1,300.00
Total Estimated Living Expenses	\$13,050.00

TOTAL **\$20,760.00**

* Medical insurance is required for all international students. Greenville Technical College does not offer this insurance; however, brochures from various companies are available. Medical insurance must be valid prior to registration.

** There is only limited public transportation in the area. You may wish to purchase a second-hand car for personal transportation. If you purchase a car, you will be required to purchase car insurance. Premiums range from \$500.00 - \$1,200.00. Some students purchase bicycles instead of a car if living close to the college.

AFFIDAVIT OF SUPPORT

Please indicate the source and amount of funds available for your first academic year in U.S. dollars (minimum of \$20,760.00).

\$ _____ **PERSONAL FUNDS** - submit an original bank statement or similar documents.

\$ _____ **SCHOLARSHIP**- If you have a scholarship or financial support from an organization, we need a Letter of Financial amount addressed to Greenville Technical College. The letter must state the period of coverage.

\$ _____ **FAMILY OR OTHER SUPPORT** - Provide the following statement signed by the person who is responsible for your expenses while you are at Greenville Technical College.

This is to certify that the supplied information is true and accurate. The funds must be made available and provided as specified.

Signature of person supplying financial funds: _____

Printed Name of person supplying financial funds: _____

Relationship of Sponsor to Applicant _____

Address _____

MUST BE COMPLETED BY A BANK OFFICIAL

In compliance with the request of our depositor, we state that on the close of business day (date) ____/____/20__ the deposit balance to the credit of the above-named individual as shown in our records is currently the following amount in U.S. dollars \$ _____. This account was opened on (date) ____/____/____. To the best of our knowledge of the banking laws of this country, these funds may be sent to your college to support the educational needs of the above-named student in the United States.

Signature of Bank Official _____

Place Bank Seal here

Name (please print) _____

Title _____

Name of Bank _____

Address of Bank _____

Date _____

CERTIFICATION

I, (print name) _____ certify that the total amount of money that I have available for my first academic year of study at Greenville Technical College in Greenville, SC is \$20,760.00 U.S., and that the total amount available for each subsequent year of study amounts to \$20,760.00 U.S. **I WILL HAVE SUBSTANTIAL FUNDS AVAILABLE FOR MY IMMEDIATE EXPENSES UPON ARRIVAL.** Further, I certify that the above information provided is correct and complete and that I shall not require additional financial assistance from Greenville Technical College.

Student's Signature _____ Date _____

Again, you are reminded that a I-20 form will not be issued until you have completed all admissions requirements. Failure to complete the Admissions paperwork will result in the all paperwork being returned to you for completion and resubmission to the Admission Office.

Student Information Form

Your name: _____

Home Country Address: _____

Phone # (including country code, if necessary): _____

Emergency Contact Person: _____

Emergency Contact Address: _____

Emergency Contact Phone #: _____

International Student Checklist

- _____ Completed Application
- _____ Recent Photo (Passport size)
- _____ Application Fee \$35.00
- _____ TOEFL Score of 500 (paper) or 173 (computer) or 61 (Internet)
- _____ Documentation of high school graduation
(**Must use World Educational Services, Inc.**)
- _____ Documentation of College Transcript(s) if applicable
(**If foreign college must use World Educational Services, Inc.**)
- _____ Affidavit of Support Page
- _____ Certification Page
- _____ Verification of Valid Medical Insurance
- _____ \$6490.00 deposit
- _____ Home Country Address
- _____ If transferring, copy of I-20 from current College/University
- _____ If transferring, Transfer Eligibility Form
- _____ Current I-94 (Original) once you arrive

Once you have completed the above steps, the I-20 process begins. Mail documents to

**Greenville Technical College
International Student Advisor
Admissions Office
P.O. Box 5616
Greenville, SC 29606**

Contacts:

Patrick Harris, Admissions Officer, DSO patrick.harris@gvltec.edu 864-250-8686

Gretchen Fruechtenicht, Admissions Officer, DSO gretchenF@gvltec.edu 864-250-8153

Don Simmons, Admissions Officer, DSO don.simmons@gvltec.edu 250-8140

Carolyn Watkins, Director of Admissions, PDSO carolyn.watkins@gvltec.edu 864-250-8287