

Georgia Institute of Technology – Transfer Application Process

Transfer Admission Website - <http://admission.gatech.edu/transfer>

Regent’s Engineering Pathway Program – <http://admission.gatech.edu/transfer/repp>

Georgia Tech Admission Office - <http://admission.gatech.edu/contact-us>

Transfer Information Sessions - <http://admission.gatech.edu/visit/transfer>

- Georgia Tech offers weekly transfer information sessions on Fridays at 12 Noon. An optional campus tour is available before the information session. Georgia Tech also offers transfer information webinars.
- Each academic college (ex. College of Engineering) at Georgia Tech offers their own information sessions where students can learn major-specific and co-curricular information from faculty, staff, and students.
- Go to our visit page to view all information sessions options and register.

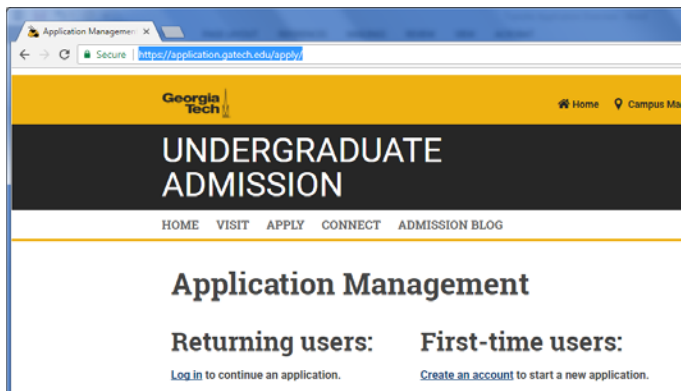
Holistic Review Process - <http://admission.gatech.edu/transfer/holistic-review-process>

- To ensure that all students are given the best opportunity to present a complete picture of their qualifications, we use a holistic review process. Please visit the link above for more information.
- Our holistic review includes these factors: Academic Preparation, Course Requirements by Major, Grade Point Average, Personal Essays, Transfer Credit, Contribution to Community, Recommendations, Major Selection, and Institutional Fit.
- Students participating in a RETP program at a partner institution during or before the fall 2015 term will be reviewed in accordance with the old RETP requirements. These students should be on the institution’s FINAL RETP list.

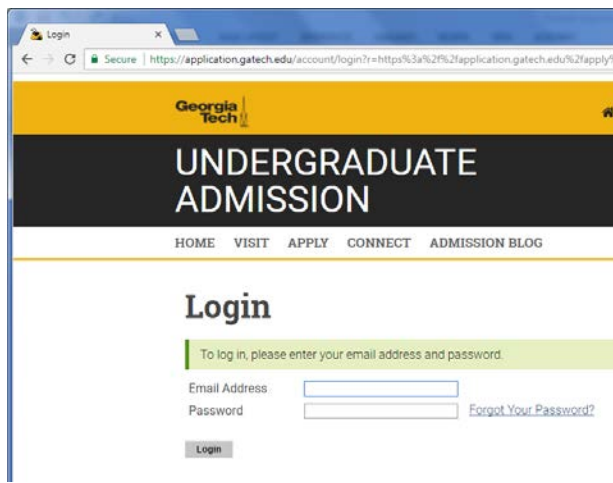
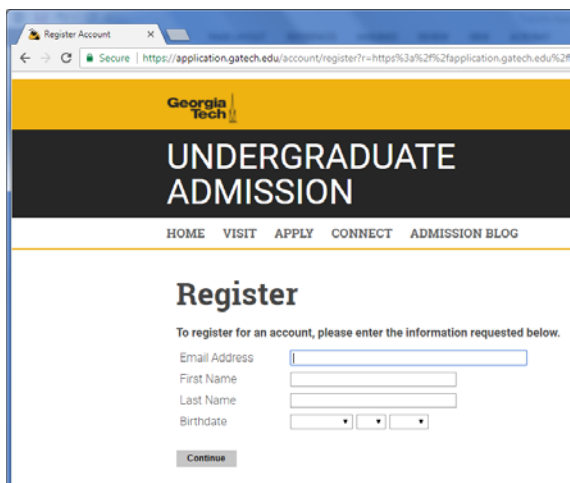
Transfer Resources:

- Minimum Application Requirements - <http://admission.gatech.edu/transfer/application-requirements>
- Application Deadlines, Fees, and Document Submission - <http://admission.gatech.edu/transfer/transfer-deadlines-and-fees>
- Course Requirement by Major Charts - <http://admission.gatech.edu/transfer/course-requirements-major>
- Transfer Equivalency Table - https://oscar.gatech.edu/pls/bprod/wwsktrna.P_find_location
- Transfer Credit Website – <https://transfercredit.gatech.edu/>

GT Transfer Application URL - <https://application.gatech.edu/apply/>



First-time users must register an account. Returning users can login to their existing account.



SECTION 1 is the Personal Section.

Please review and complete the Citizenship section correctly, especially the required DACA question.

The screenshot shows the 'Personal' section of the application form. It includes fields for Name (First, Middle, Last, Suffix, Preferred First Name), Address (Permanent and Mailing), and a list of navigation links on the left: Personal, Optional Fee Waiver, Education, Test Scores, Work Experience, Additional Application Information, Transfer Prerequisite Courses, Essays, Recommendation, Signature, and Review. A note indicates that an asterisk denotes required fields.

This section contains two main parts: Biographical Information and Citizenship Information. The Biographical Information section includes fields for Sex, Gender Identity, Birthdate, Birth Country, Birth State, Birth City, Primary language spoken at home, and Native language. The Citizenship Information section includes fields for Citizenship, Dual Citizenship, and Social Security Number. A required question asks if the applicant is currently a Deferred Action for Childhood Arrivals (DACA) recipient, with a 'No' option selected. Below this, there is a section for Race/Ethnicity with a note that colleges and universities are asked to describe the ethnic/racial backgrounds of their students and employees.

SECTION 2 is the Optional Fee Waiver Section.

Students may request an application fee waiver and upload the required forms for approval review by the Undergraduate Admission office. A copy of a student's FAFSA aid report or financial aid certification is required.

The screenshot shows the 'Transfer Application Fee Waiver' section. It includes a navigation menu on the left with links to Home, Personal, Optional Fee Waiver, Education, Test Scores, Work Experience, Additional Application Information, Transfer Prerequisite Courses, Essays, Recommendation, Signature, and Review. The main content area asks 'Do you plan to submit an application fee waiver?' with radio buttons for 'Yes' and 'No'. Below this, it states that Georgia Tech only accepts the NACAC Application Fee Waiver and provides an 'Upload Application Fee Waiver' section with a 'Choose File' button and an 'Upload' button. A 'Continue' button is at the bottom.

SECTION 3 is the Education Section.

Students are required to list all prior secondary and postsecondary education enrollment. Students with postsecondary enrollment outside the U.S. should also list these institutions. Failure to list all institutions will delay application review.

The screenshot shows the 'Education' section of the application form. It includes a navigation menu on the left with links to Personal, Optional Fee Waiver, Education, Test Scores, Work Experience, Additional Application Information, Transfer Prerequisite Courses, Essays, Recommendation, Signature, and Review. The main content area contains instructions for listing colleges/universities attended, including a warning that failure to list all prior colleges/universities will delay application review. It also includes instructions for listing high school enrollment. Below the text is a table with columns for Institution, Degree, and Date Attended.

Institution	Degree	Date Attended
Carmargo College		03/1998-04/2001
Homeschooled		08/1994-03/1998

SECTION 4 is the Test Score Section

Test score listings are optional and not required. Students who have earned collegiate credit from AP or IB grades may want to include this information on their application.

The screenshot shows the 'Test Scores' section of the application portal. The user is logged in as Chad-Test Bryant-Test. The page title is 'Test Scores'. Below the title, there is a navigation menu with links for Home, Personal, Optional Fee, Waiver, Education, Work, Experience, Additional Application Information, Transfer, Prerequisite Courses, Essays, Recommendation, Signature, and Review. The 'Test Scores' link is highlighted. The main content area contains instructions: 'Please list any test scores that you were awarded transfer credit from prior colleges/universities. Credit by exam received by prior colleges/universities may transfer as long as the credit award is clearly listed on the official college/university transcript. The course name, course code, and credit hours should be listed for each credit award on the official college/university transcript. If the credit by exam award is not listed on the official transcript, then official test scores will be required and subject to Georgia Tech's credit by exam policy. If you received a General Certificate of Education with Advanced Level (A-Level) scores in Biology, Chemistry, Physics, and/or Mathematics, and they are not listed on your official transcript, please send an official certificate to our office as part of your application.'

Date	Type	
04/10/2...	IB Chemistry SL	Edit
04/10/1...	SAT II Mathematics Level I	Edit

At the bottom of the table is a 'Continue' button.

SECTION 5 is the Work Experience Section.

Students are strongly encouraged to complete the work experience section and include any pertinent details or descriptions.

The screenshot shows the 'Work Experience' section of the application portal. The user is logged in as Chad-Test Bryant-Test. The page title is 'Work Experience'. Below the title, there is a navigation menu with links for Home, Personal, Optional Fee, Waiver, Education, Test Scores, Work, Experience, Additional Application Information, Transfer, Prerequisite Courses, Essays, Recommendation, Signature, and Review. The 'Work Experience' link is highlighted. The main content area contains instructions: 'Please list all work experience activities. Be sure to include description information as well as employment dates and hours per week so our office can include this information within our application review process.'

Organization Name	Dates of Employment	
Add Employer		
GA Tech	03/2009–Present	Edit

At the bottom of the table is a 'Continue' button.

SECTION 6 is the Additional Application Information Section (3 custom forms each student must complete)

PLEASE NOTE: Students are unable to change information on any of these forms once it has been submitted. Please take your time and review responses prior to submitting each form (especially enrollment type and intended major questions).

The screenshot shows the 'Additional Information Required' section of the application portal. The user is logged in as Chad-Test Bryant-Test. The page title is 'Additional Information Required'. Below the title, there is a navigation menu with links for Personal, Optional Fee, Waiver, Education, Test Scores, Work, Experience, Additional Application Information, Transfer, Prerequisite Courses, Essays, Recommendation, Signature, and Review. The 'Additional Application Information' link is highlighted. The main content area contains instructions: 'Pay special attention to the forms below and carefully consider your selections before submitting the forms. Selections cannot be changed after form submission, including academic major and enrollment type selections. The links below are to required forms that are a necessary part of your Georgia Tech application. You may complete each form now or save your work to return and finish later. However, all questions marked with an asterisk (*) must be complete in order for the form to be submitted.'

Academic Information - Submitted

Application Information - Not Submitted

Family Information - Not Submitted

Optional Resume (Contribution to Community)
Contribution to community information is an optional requirement and should be no more than one page. Please do not include work experience within this section.

Students who are involved within their schools, colleges, community and family exhibit a contribution to their community. Students' interests and responsibilities are different. We are interested in learning what you are passionate about, and we value the different interests students bring to Georgia Tech.

Some of the traits we value in this portion include but are not limited to community service, compassion for others, self-motivation, personal responsibility, initiative, leadership, and entrepreneurship.

Students may want to describe 1 - 5 activities you care about the most and made a meaningful contribution to. Important contributions may include but are not limited to awards, recognition, internships, research, student club/organizations, and family responsibilities. Please do not just list the activity. Take the time to provide a concise description of your level of involvement and time period of participation.

Upload Resume (Contribution to Community)
[Choose File](#) No file chosen

Optional Additional Information
If needed, please provide information about any part of your application and/or academic record that requires further explanation. Students use this space to explain change of schools or non-traditional course selection or other unusual personal/academic situations.

Below this text is a large empty text box for input.

Form #1 – Academic Information (Enrollment Type, HS Graduation Date, Major, Enrollment Gap information)

There are several enrollment type options including Regular Transfer, International Transfer, Dual Degree, and Regent's Engineering Pathway Program (REPP).

The screenshot shows a web browser window with the URL <https://application.gatech.edu/apply/form?id=63522096-6b46-4509-8bbc-2534acefa39d>. The page title is "Academics" and the user is identified as "Chad-Test Bryant-Test (chad.bryant@admission.gatech.edu) Submitted: 11/17/2017". The form content includes the following questions and answers:

- Which type of enrollment are you seeking? *
Dual Degree
- Date of High School Graduation
February 2, 2015
- Have you ever applied to Georgia Tech? *
No
- What is your intended major at Georgia Tech? *
Aerospace Engineering
- Are you interested in one or more of these pre-professional programs?
No
- Has your education been interrupted for any reason, such as break between high school and college, currently not enrolled or enrollment gap of more than one term? *
No

Form #2 – Application Information (Tuition Classification, Military, and Disciplinary Information)

It is recommended students take their time and carefully review and respond to each question. Answering questions incorrectly or omitting questions can cause student's residency status to be classified incorrectly.

The screenshot shows a web browser window with the URL <https://application.gatech.edu/apply/form?id=83a99ca0-1204-4f0b-91a8-45e61b82d443>. The page title is "Tuition Classification". The form content includes the following text and questions:

Georgia Institute of Technology students are classified as either in-state or out-of-state for tuition purposes. Students classified as in-state are assessed at the in-state tuition rate which is significantly lower than the out-of-state tuition rate. In general, independent students are classified as in-state or out-of-state based on their state of domicile and dependent students are classified based on the domicile of their parent(s) or U.S. court-appointed legal guardian.

What is domicile? Domicile is an individual's present, permanent home where he or she intends to stay permanently or indefinitely and to which he or she returns following periods of temporary absence. No individual may have more than one domicile even though an individual may maintain more than one residence.

If you believe you are eligible to be classified as an in-state student, you **must** indicate below that you are applying for in-state tuition and provide the information requested in this section of the application. Georgia Tech will review this information to determine your eligibility for in-state tuition. If you do not apply for in-state tuition you will be classified as an out-of-state student for tuition purposes.

Please review the information below before continuing.

Information for Students under the Age of 24

A dependent student (student under the age of 24) is eligible to be classified as in-state for tuition purposes if such student's parent has established and maintained domicile in Georgia for at least 12 consecutive months immediately preceding the first day of classes for the term the in-state tuition is requested and:

- The student has graduated (or will graduate) from a Georgia high school; or,
- The Georgia-domiciled parent claimed the student as a dependent on their federal or state income tax return filed for the most recent tax year.

A dependent student is eligible to be classified as in-state for tuition purposes if such student's U.S. court-appointed legal guardian has established and maintained domicile in Georgia for at least 12 consecutive months immediately preceding the first day of classes for the term the in-state tuition is requested. In addition, the appointment must have been made prior to the student turning 18 and not to avoid the payment of out-of-state tuition.

Lawful permanent residents, refugees, asylees, and certain other categories of eligible noncitizens as defined by the federal Title IV regulations may be extended the same consideration as U.S. citizens in determining whether they qualify for in-state tuition.

Only those dependent students verified to be lawfully present in the U.S. are eligible for in-state tuition.

* Denotes required field.

Are you applying for in-state tuition? *

Yes

No

Form #3 – Family Information

The screenshot shows a web browser window with the URL <https://application.gatech.edu/apply/form?id=997013e3-8bdc-4aa1-9a89-4a4c7f613a>. The page title is "Family Information" and the user is identified as "Chad-Test Bryant-Test (chad.bryant@admission.gatech.edu) Transfer 2018 FA". The form content includes the following questions and fields:

Parent information

Parents' Marital Status (relative to each other) *

With whom do you make your permanent home? *

Parent 1

Type *

Is parent 1 living? *

Yes

No

Unknown

Parent 1 Biographical

Prefix

First Name *

Middle Name (or initial)

SECTION 7 is the prerequisite (and in progress) coursework section.

Each major at Georgia Tech has minimum course requirements. It is strongly recommended that students use this section to perform a self-check to ensure they have completed the minimum course requirements by major. Students can use GT's transfer equivalency table to confirm transferability then list minimum course requirements and grades earned. Below the grid is another section where students can add additional coursework that is not a course requirement by major.

Prerequisite Courses

s://application.gatech.edu/apply/frm?c9452fc7-1f62-43b5-9206-e37b10777168

	Course Prefix Number at Previous Institution	Course Name	Previous Institution	Term & Year	Grade
<i>Example Course</i>	<i>Math 101</i>	<i>Calculus I</i>	<i>XYZ College</i>	<i>Fall 2000</i>	<i>B</i>
Engl Comp I	ENGL 1101	English Compos	Georgia State U	Fall 2000	AP
Engl Comp II	ENGL 1102	English Composi	Georgia State U	Spring 2001	A
Calculus I	MATH 1551	Differential Calc	Georgia State U	Fall 2000	IB
Calculus II	MATH 1552	Integral Calculu	Georgia Institute	Spring 2001	IP-In Progress
Calculus III					
Linear Algebra					
Diff Equations					
Biology I					
Biology II					
Chemistry I					
Chemistry II					
Physics I	PHYS 2211	Intro to Physics	Georgia State U	Fall 2000	B
Physics II	PHYS 2212	intro to Physics I	Georgia Institute	Spring 2001	IP-In Progress
Lab Sci Elec I					
Lab Sci Elec II					
Computer Sci					

Continue

SECTION 8 is the Essay Section.

Each student provides three short-answer essay responses. The first question is the same for everyone. Students may choose the other two from five different prompts.

Essays

s://application.gatech.edu/apply/frm7311bf6c1-18f0-4b3b-8cd9-d8a07f235db7

[Home](#)
[Education](#)
[Test Scores](#)
[Work](#)
[Experience](#)
[Additional Application Information](#)
[Transfer Prerequisite Courses](#)
Essays
[Recommendation](#)
[Signature](#)
[Review](#)

The essays topics below are designed to get to know you better as a person and help determine fit for Georgia Tech. All applicants must answer the first question, and then choose two of the remaining five options. No essay should exceed 250 words in length.

Describe your passion and preparation for your intended major, including your readiness to succeed in upper-level courses at Tech. *

250 words remaining

Additional Essay Topic Options (select two) *

Describe an example of your leadership experience in which you have positively influenced others over time.

Describe the most significant challenge you have faced and the steps you have taken to overcome this challenge.

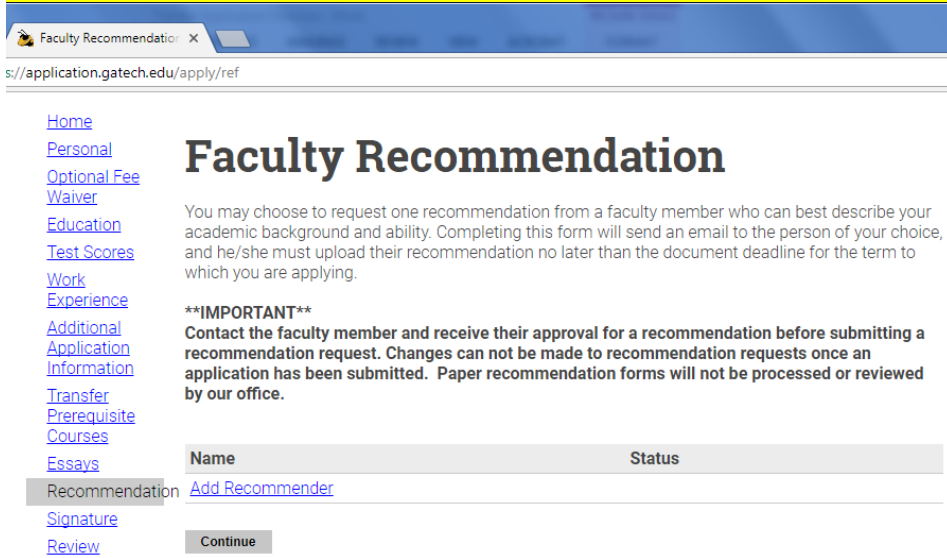
What would you say is your greatest skill or talent? How have you developed and demonstrated this skill or talent over time?

What sets you apart from other candidates applying to the Georgia Institute of Technology?

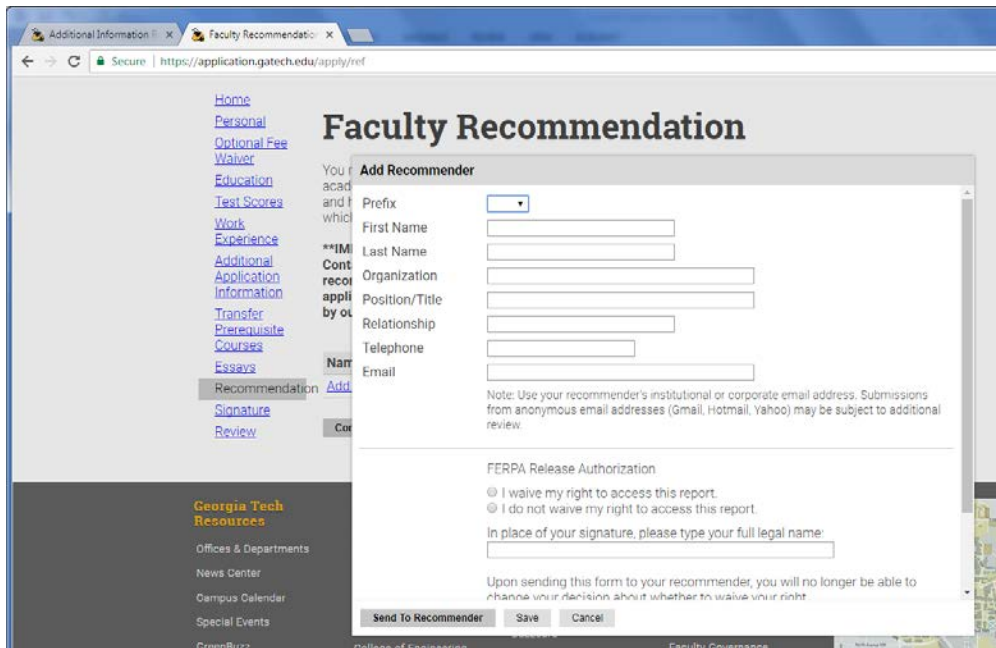
Georgia Tech is always looking for innovative undergraduates. Have you had any experience as an entrepreneur? What would you like Georgia Tech to provide to further your entrepreneurial interests?

SECTION 9 is the Recommendation Section.

Students have the option of requesting ONE faculty recommendation as part of their application. The faculty recommendation is not required. It does not have to come from the institution's REPP coordinator. Students should contact the faculty member beforehand to receive approval. Students will send an electronic request through the transfer application. The Recommender will receive an e-mail notification and upload link to submit the recommendation. **GT will not accept hard copy recommendations. GT will send REPP and Dual Degree campus coordinators a spreadsheet to indicate their recommendation of their students.**

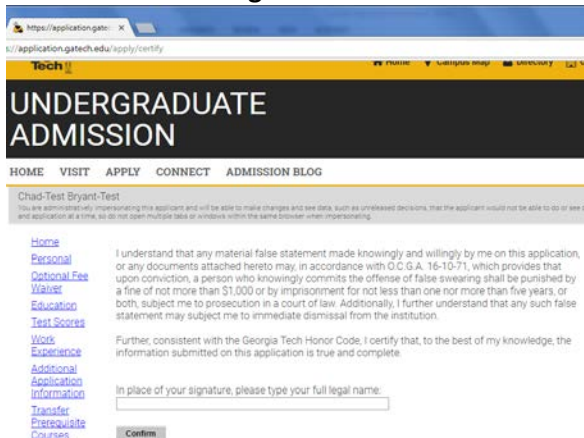


The screenshot shows the 'Faculty Recommendation' page. At the top, there is a navigation menu with links: Home, Personal, Optional Fee Waiver, Education, Test Scores, Work Experience, Additional Application Information, Transfer Prerequisite Courses, and Essays. The main heading is 'Faculty Recommendation'. Below it, a paragraph explains the process. A bolded section states: '**IMPORTANT** Contact the faculty member and receive their approval for a recommendation before submitting a recommendation request. Changes can not be made to recommendation requests once an application has been submitted. Paper recommendation forms will not be processed or reviewed by our office.' Below this is a table with columns 'Name' and 'Status'. A 'Recommendation' button is visible, along with a 'Continue' button.



The screenshot shows the 'Add Recommender' form. It includes fields for Prefix, First Name, Last Name, Organization, Position/Title, Relationship, Telephone, and Email. A note specifies: 'Note: Use your recommender's institutional or corporate email address. Submissions from anonymous email addresses (Gmail, Hotmail, Yahoo) may be subject to additional review.' Below the form is a 'FERPA Release Authorization' section with two radio buttons: 'I waive my right to access this report' and 'I do not waive my right to access this report.' There is also a field for 'In place of your signature, please type your full legal name:'. At the bottom, there are buttons for 'Send to Recommender', 'Save', and 'Cancel'.

SECTION 10 is the Signature Section.



The screenshot shows the 'Signature Section' on the application.gatech.edu website. The page has a header for 'Tech' and 'UNDERGRADUATE ADMISSION'. Below the header is a navigation menu: HOME, VISIT, APPLY, CONNECT, ADMISSION BLOG. The main content area contains a paragraph of text: 'I understand that any material false statement made knowingly and willingly 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.' Below this is another paragraph: 'Further, consistent with the Georgia Tech Honor Code, I certify that, to the best of my knowledge, the information submitted on this application is true and complete.' At the bottom, there is a field for 'In place of your signature, please type your full legal name:' and a 'Confirm' button.

SECTION 11 is the Review Section

If there are any required fields or missing information, it will be listed on this page. If it is a warning message, then the student can still submit their application. If it is a required field, then the student must update their application before it can be submitted. Students can finalize and submit their application fee payment once all error fields have been satisfied. Students receiving an application fee waiver will not be required to submit a fee.

Review

s://application.gatech.edu/apply/review

You are currently impersonating this applicant and will be able to make changes and see data, such as un released decisions, that the applicant would not be able to see until application at a time, so do not open multiple tabs or windows within the same browser when impersonating.

[Home](#)
[Personal](#)
[Optional Fee Waiver](#)
[Education](#)
[Test Scores](#)
[Work Experience](#)
[Additional Application Information](#)
[Transfer Prerequisite Courses](#)
[Essays](#)
[Recommendation](#)
[Signature](#)
Review

Review

I authorize every school that I have attended to release all requested records and recommendations to colleges to which I am applying for admission. I also authorize employees at these colleges to confidentially contact my current and former schools should they have questions about the information submitted on my behalf.*

We have detected the following errors with your application. These errors must be corrected before submission.

Section	Required Field or Error
Education	You are required to list the high school from which you graduated and the date of graduation.
Additional Application Information	Application Information Required
Additional Application Information	Family Information Required
Essays	Essays are Required
Signature	Please complete prior to submission.

We have detected the following potential problems with your application:

Section	Warning
Personal	Including your Social Security Number can help expedite processing of admission & financial aid documents.

As an administrator, you may bypass application warnings and submit the application in an incomplete state.

[Finalize Application and Pay](#) [Save for Later](#)

NEXT STEPS after APPLICATION SUBMISSION

Students will receive an e-mail confirmation of their application submission. GT recommends students check their admission portal regularly for updates, requests, and other important messages. Georgia Tech uses email and the Admission Portal as the ONLY communications tools for admission updates.

ADMISSION PORTAL – view checklist, upload documents, view transfer credit evaluation requests.

Our office will send students an incomplete application e-mail until their application is complete and ready for review. Checklist items may include but are not limited to: official transcripts, test score requests, transfer credit evaluation requests, and/or foreign credit evaluation requests.

Thank you for your application to Georgia Tech. **Chad-Test!** Your application has been loaded into our review system, and we look forward to reviewing it in the coming weeks. This is your [Admission Portal](#). Through this portal we will provide updates to your application status, including items required (and/or missing) from your application, your admission decision and other pertinent information.

Additional Account Information

In addition to this [Admission Portal](#), access to your Georgia Tech account will be required for additional actions throughout the application process, including applying for Financial Aid.

It may take a few days for your Georgia Tech account to be ready for activation. Please check back here for notification that you are ready to activate your Georgia Tech account.

Application Checklist

Status	Details	Date
✘ Awaiting	College Transcript for Carmargo College	

[Withdraw Application](#)
[Cancel/Close Application Form](#)

Upload Materials

Instructions

Non-Degree Permission Form(s): Part I and Part II should be uploaded as separate documents. Select the "Upload Non-Degree Permission Form" option for each document.

Contact Undergraduate Admission
admission@gatech.edu
404.894.4154

No file chosen

ADMISSION PORTAL – Decision Release & Final College Transcript Requests

Students will view their application decision within their admission portal. Any offer of admission is contingent upon a final review of any in progress coursework. If necessary, our office will request a final college transcript after an offer of admission. Students can see this final college transcript request on their admission portal page after viewing their admission decision. **A final college transcript must not have any in progress or pre-registration coursework on it.**

DECISION EXAMPLE:

Congratulations on your acceptance to Georgia Tech! Please visit the [admitted student page](#) for campus information, including [enrollment checklist](#), housing, and admission deposit information.

Please allow the [Registrar's Office](#) 10 – 15 business days to enter your transfer credit into our system. You can view transfer credit on your [BuzzPort*](#) page.

We hope to see you on campus soon!

**Please allow one day after you receive your acceptance for BuzzPort to update.*

Status Update

An update to your application was last posted November 15, 2017.

[View Update >>](#)

Admitted Transfer Checklist

Status	Details	Date
✓ Received	Admission Deposit	11/16/2017

[Withdraw Application](#)
[Cancel/Close Application Form](#)

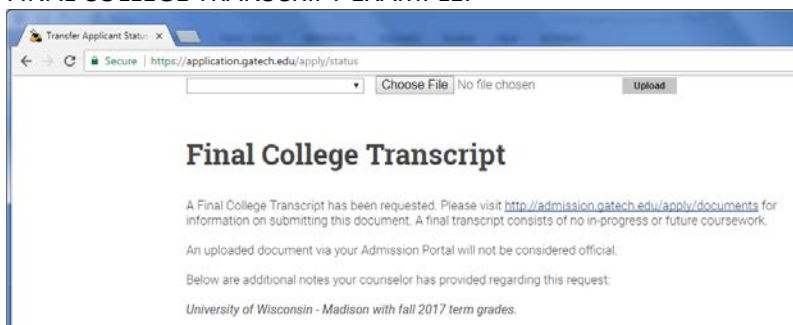
Contact Undergraduate Admission
admission@gatech.edu
404.894.4154

Upload Materials

To submit documents that we have requested, please select the document type below and upload a Word document, PDF, or scanned image file. If we have not requested that you submit documents to us, you may disregard this.

No file chosen

FINAL COLLEGE TRANSCRIPT EXAMPLE:



NEXT STEPS after ADMISSION

Admitted students receive an admitted newsletter with next steps information including but not limited to: enrollment deposit (\$250), housing deposit, financial aid process, FASET orientation, immunization requirements, and more.