

## **Admissions**

Admission to a Columbus Technical College (CTC) is a multi-step process which consists of evaluation of prior academic experience and assessment for postsecondary readiness of eligible applicants. The ability of a student to succeed in a program at a technical college is greatly determined by the math and language skills possessed by that student. The CTC is committed to assisting each student to achieve at their maximum potential. All students applying for diploma, degree, and certificate programs must be assessed prior to acceptance to a program of study at a technical college. Students will then be admitted in accordance with the academic standards applicable to that program. In accordance with the Statement of Equal Opportunity, the System and its constituent technical colleges will not discriminate in admissions.

**Admissions Process:** Admission to a CTC college is a multi-step process which consists of evaluation of prior academic experience and assessment for postsecondary readiness of eligible applicants.

**Eligible Applicants**: Individuals 16 years of age or older or dually/jointly enrolled high school students in the 9th, 10th, 11th or 12th grades who seek access to quality instruction at the postsecondary level are eligible for admissions.

The Admissions Policy of the State Board of the Technical College System of Georgia and procedures related thereto, assure the citizens of Georgia equal access to the opportunity to develop the knowledge, skills, and attitudes necessary to secure personally satisfying and socially productive employment. By design and implementation, the policy and procedures governing admission to Georgia's network of technical colleges will adhere to the following tenets:

- 1. Not discriminate against eligible applicants regardless of race, color, creed, national or ethnic origin, gender, religion, disability, age, status as disabled veterans of the Vietnam Era, or citizenship status (except in those special circumstances permitted or mandated by law).
- 2. Increase prospective students' opportunities.
- 3. Guide the implementation of all activities related to admission to the college and its programs, to student financial aid, and to the recruitment, placement, and retention of students.
- 4. Complement the instructional programs of the college.

Applicants furnishing false, incomplete, or misleading information will be subject to rejection or dismissal without a refund.

Official documents and credentials submitted to the College for admission and placement purposes become and remain the property of the College and will not be returned to the applicants, duplicated, or transferred to another institution.

The issuing school or agency must send official transcripts, test scores, or other required documents to the following office:

Office of Admissions

Columbus Technical College

928 Manchester Expressway

Columbus, GA 31904-6572

If applicants submit the documents in person, documents must be in an unopened envelope officially sealed by the issuing school or agency.