



# APPLICATION FOR ADMISSION

Submit the completed application with a \$20.00 NON-REFUNDABLE application fee to your preferred campus:

- OFTC, (North Campus) Attn: Admissions Office, 1189 Deepstep Road, Sandersville, GA 31082
- OFTC, (South Campus) Attn: Admissions Office, 560 Pinehill Road, Dublin, GA 31021

## Personal Information

\_\_\_\_\_ Social Security Number \_\_\_\_\_ Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_

\_\_\_\_\_ Previous Names (if any) \_\_\_\_\_ Mailing Address (include apartment, box, or lot number) \_\_\_\_\_

\_\_\_\_\_ Physical Address (if different from mailing address) \_\_\_\_\_ Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

\_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ County of Residence \_\_\_\_\_

(\_\_\_\_) \_\_\_\_\_ Phone \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_ Work Phone \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_ Cell Phone (by listing, you agree to receive text messages)

\_\_\_\_\_ Email Address \_\_\_\_\_

\_\_\_\_\_ Emergency Contact Person \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_ Contact Phone \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_ Alternate Contact Phone \_\_\_\_\_

## Residency Information

**Failure to answer the questions below may result in the inaccurate assessment of tuition. Acceptable documentation is required to change residency status.** Pursuant to O.C.G.A. 16-10-20, it is a felony to make a false statement on any state document. In addition, making a false statement on this application may result in your dismissal from the college.

1. Are you applying for in-state tuition?\*  Yes  No
2. Are you a United States Citizen?  Yes  No  
 If **yes** ► List State of Legal Residence \_\_\_\_\_  
 Date of Legal Residence of that state: \_\_\_\_\_  
 (month day, year) \_\_\_\_\_  
 If **no** ► List Visa type \_\_\_\_\_ and/or  
 Resident Alien Number A \_\_\_\_\_  
**(OFTC does not issue I-20 Visas.) Please provide a copy of your visa with application.**  
 Country of Origin: \_\_\_\_\_
3. Are you under 24 years of age?  Yes  No  
 If **yes** ► Did your parent(s) or United States court-appointed legal guardian claim you on their most recent federal or state tax return?  Yes  No  
 If **yes** ► What is the state of legal residence of the parent(s) or legal guardian(s) who claimed you?  
 \_\_\_\_\_  
 Has that parent or legal guardian lived in that state for the last twelve consecutive months?  Yes  No
4. If you are over 24 (or under 24 and neither parent(s) or United States court-appointed legal guardian(s) claimed you in their most recent federal or state tax return), have you been a legal resident of Georgia for the last 12 consecutive months?  Yes  No

\*See documentation requirements for verification of lawful presence.

## Optional Information (CHECK ALL THAT APPLY.) The following information is for statistical purposes only and is not used for determining admission.

- Gender:  Male  Female Ethnic Background: Are you Hispanic/Latino?  Yes  No
- If **no** ► Select one or more:
- American Indian or Alaska Native (1)  Native Hawaiian or Other Pacific Islander (4)
  - Asian (2)  White (5)
  - Black or African American (3)

### FOR OFFICE USE ONLY:

Student ID# \_\_\_\_\_ Test Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Date Application Fee Rec'd: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## Program Enrollment

### PROGRAM DESIRED:

\_\_\_\_\_

**SEEKING:**     DEGREE     DIPLOMA     CERTIFICATE

**SESSION:**     DAY     EVENING

### ENTERING STATUS:

- BEGINNING (You are a first time college student.)
- RETURNING (You have attended OFTC, Sandersville Technical College, or Heart of Georgia Technical College before.)
- TRANSIENT (You attend another college but wish to take a class at OFTC. Must have transient letter from home college.)
- TRANSFER (You have attended another college, university, or technical college before.)
- SPECIAL ADMIT (You are not planning to complete a program; no financial aid is available.)
- ADULT EDUCATION (You are currently enrolled in Adult Education classes but NOT in dual-enrollment.)

### TERM TO ENTER:

- FALL
- SPRING
- SUMMER

YEAR: 20\_\_\_\_\_

### CAMPUS TO ATTEND:

- SANDERSVILLE
- DUBLIN
- HANCOCK
- JEFFERSON
- LOIC

## High School Information

Highest Grade Level Completed: (Please circle one.)    6    7    8    9    10    11    12    12+    GED    If GED, year earned: \_\_\_\_\_

Name of High School: \_\_\_\_\_ Year Graduated: \_\_\_\_\_

## College Information

\_\_\_\_\_  
*Name of School*

\_\_\_\_\_  
*Name of School*

\_\_\_\_\_  
*Name of School*

\_\_\_\_\_  
*Name of School*

**Official transcripts from all previously attended schools must be submitted and received by OFTC in a sealed envelope from the issuing institution.**

I, hereby, consent to the release of directory information, as defined in the school catalog/handbook. I further give my permission for my likeness, voice or comments to be used in any promotional item on behalf of OFTC or the Technical College System of Georgia.

I certify that the foregoing information contained in this application is true and correct. I understand that misrepresentation or omission of information will be sufficient cause for rejection or dismissal. If admitted as a student at OFTC, I agree to abide by the rules and regulations of the College regarding conduct and other obligations.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

As set forth in its student catalog, Oconee Fall Line Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law).

For more information, contact: ADA/504: (NORTH CAMPUS/JEFFERSON/HANCOCK CENTERS) Johnnie Edge, 478-553-2124, jedge@OFTC.edu; (SOUTH CAMPUS/LOIC) Lydia Barfoot, 478-274-7786, lbarfoot@OFTC.edu; EEOC/TITLE VI: Sharon Veal, 478-553-2056, sveal@OFTC.edu; TITLE IX: (NORTH CAMPUS/JEFFERSON/HANCOCK CENTERS) Dessie Hall, 478-553-2056, dhall@oftc.edu; (SOUTH CAMPUS/LOIC) Janet Smith, 478-274-7836, jrsmith@oftc.edu; Section ADA/504, Title IX and Equity Coordinator: Erica Harden, Vice President for Academic and Student Affairs, North Campus, Office 107, Ph: 478-553-2068, eharden@OFTC.edu; EEOC Officer: Rosemary Selby, Vice President for Administrative Services, North Campus, Office 101, Ph: 478-553-2055, rselby@OFTC.edu. Equal Opportunity Institution. A Unit of the Technical College System of Georgia.

# OFTC Admissions Guide

Below is information about the admissions process at Oconee Fall Line Technical College (OFTC). If you have questions that are not addressed here, please call the **Admissions Office in Sandersville at (478) 553-2064** or the **Admissions Office in Dublin at (478) 274-7842**. You may also stop by the campus nearest you.

- 1 Complete the attached application and pay the \$20 non-refundable application fee.** The application fee is waived for Joint and Dual Enrollment students only.

Payment of fees for the processing of an admissions application shall entitle applicants to have their application form reviewed according to normal admissions procedures at the college. The payment of an application fee does not guarantee admission to the college or to any program.

- 2 Submit an official copy of your high school, college/university, and/or GED transcripts to the Admissions Office.** Veterans must submit a copy of form DD214 or military transcript and VA application. Transcript request forms are attached and available in the Admissions Office and on the OFTC web site. Official transcripts must be delivered by mail or hand in a sealed envelope to OFTC before registering for class(es).

- 3 Schedule your COMPASS placement test or show official transcripts** from a regionally accredited postsecondary institution documenting successful completion (a grade of "C" or better) in equivalent, program-level English and Math courses. Reasonable accommodations are made during testing for those who need them.

In the place of COMPASS or ASSET, OFTC may accept a student's official entrance score on a validated assessment instrument (such as SAT, ACT). Students with a score of 235, which indicated Advanced Proficiency or Honors Level on the English/Language Arts portion of the Georgia High School Graduation Test, may be exempt from placement testing in reading and writing only for technical certificates of credit and diploma programs of study. If a student's SAT, ACT, or Georgia High School Graduation Test in English/Language Arts scores do not meet the college's program minimums for regular admission, a student must be assessed using one of the TCSG-approved instruments. Assessment results will be valid for placement purposes for a period of 5 years (60 months) and are transferable to any TCSG college.

NOTE: Certain programs do not require a high school diploma or GED. Placement tests are not required for special admit (non-diploma/non-credit) students unless recommended by the Admissions Office. Contact the Admissions Office for details.

Credentials submitted become and remain the property of OFTC and will not be returned to the applicant, duplicated, or transferred to another institution.

All students must meet regular admission status in their program of study in order to graduate.

- 4 Complete the FAFSA (Free Application for Federal Student Aid) online at:** [www.fafsa.ed.gov](http://www.fafsa.ed.gov) and **HOPE Application at** [www.gacollege411.org](http://www.gacollege411.org) SCHOOL CODE: 031555

- 5 Attend New Student Orientation and Registration.** New Student Orientation is held before the beginning of each semester. Tour the campus, meet your advisor, and get registered for your classes. Don't miss it!

## Verification of Lawful Presence in the United States

**Effective January 1, 2012, all students applying for in-state tuition must provide validation of lawful presence in the United States.** The following documents will serve as proof of lawful presence in the United States and documentation will be required before you are eligible for consideration of in-state tuition:

- A current Driver's License issued by the State of Georgia after January 1, 2008.
- A current ID issued by the State of Georgia after January 1, 2008.
- A current Driver's License or ID issued by a state that verifies immigration status and only issues to persons lawfully present in the United States. See list of compliant states at [http://law.ga.gov/vgn/images/portal/cit\\_1210/50/35/173461453Lists\\_of\\_states\\_that\\_verify\\_immigration\\_status\\_7\\_26\\_11.pdf](http://law.ga.gov/vgn/images/portal/cit_1210/50/35/173461453Lists_of_states_that_verify_immigration_status_7_26_11.pdf)
- A certified U.S. Birth Certificate showing the student was born in the U.S. or a U.S. territory. A photocopy is not acceptable.
- An approved completed FAFSA for the current financial aid year.
- A current, valid Permanent Resident Card (USCIS form 1-151 or 1-551).
- A U.S. Certificate of Birth Abroad issued by the Department of State (DS-1350) or a Consular Report of Birth Abroad (FS-240)
- A current U.S. Passport.
- A U.S. Certificate of Citizenship (USCIS form N-560 or N-561).
- A U.S. Certificate of Naturalization (USCIS form N-550 or N-570).

Any student who cannot be verified as lawfully present in the United States is not eligible to be considered for in-state tuition, regardless of how long he or she has lived in Georgia. In addition to being lawfully present in the United States, students must meet the in-state tuition requirements as outlined in TCSG Board Policy and Procedure V.B.3 to warrant an in-state classification. Students that are initially classified as out-of-state, and successfully petition to have their residency changed to in-state also have to meet the verification requirement.