NON-GT PROGRAMS

IMPORTANT THINGS TO REMEMBER

READMISSION

If you will not be enrolled at GT for more than one semester (summer counts as a semester), you must submit an application for readmission for the term you expect to return to GT. Readmission applications are available from and must be submitted to the Readmission Office in the Office of the Registrar. More information on the policy and deadlines can be found here: www.registrar.gatech.edu. It is highly recommended that you fill out the readmission application before you leave GT to go abroad.

36-HOUR RULE

GT policy states, no student may be considered a candidate for a degree unless the final 36 credit hours required for the degree are earned in residence at GT and approved by the major school (GT General Catalogue, p. 394, Section XIII. B). Students who are within the last 36 hours of their degree must submit a petition for an exception to the 36-hour rule for non-GT study abroad credits. For additional information on the petition procedures, contact the Registrar’s office. Note: You can study on a GT program in your last 36 hours. Contact the Office of International Education for more information on GT study abroad programs.

GT HOUSING

If you currently live in campus housing and will leave to go abroad before the end of your housing contract, be sure to inform the housing office of your plans to break your contract before your departure. If you would like to live in campus housing when you return from abroad, you must abide by the standard housing application deadlines. Contact the Department of Housing if you have questions or concerns.

GT PO BOX

You should have mail sent to your GT mailbox forwarded to another address. You may complete the document requesting a forward on your mail at the GT post office. Please note that if you are not enrolled for more than one semester, you will lose your GT box after the first semester you are not enrolled in GT courses or official internship. The GT post office will assign you a new GT box when you apply for readmission.

GT EMAIL

Please note that if you are not enrolled for more than one semester, your GT e-mail account will be deactivated after the first semester you are not enrolled in GT courses or official internship. The GT Office of Information Technology will reactivate your e-mail account when you apply for readmission.

FCA & TRANSCRIPTS

If you plan to transfer credit back to GT, you must complete a foreign credit approval (FCA) form. You can find this document and instructions on OIE’s website. Additionally, it is your responsibility to have an official transcript from the university sent to: Attn: non-GT program advisor, Georgia Tech Office of International Education, 631 Cherry St., Savant Suite 211, Atlanta, GA, USA 30332-0284.
IMPORTANT THINGS TO REMEMBER

REGISTRATION

If you are away from GT for just one semester (summer counts as a semester), you will register for classes during regular registration periods (just as if you had stayed on campus). Information on registration periods, time tickets, etc., is available online: http://oscar.gatech.edu. If you are away from GT for two semesters or more (summer counts as a semester), you will have to apply for readmission before returning to GT. As a readmitted student, you may not be able to register until the last phase of registration (which is just before classes begin). Contact the readmission office at 404-894-0997 if you have questions about how readmission will affect your ability to register for classes the first semester of your return to GT.

INSURANCE

GT does not provide non-GT study abroad program participants with insurance. As a participant in a non-GT program, you are advised to carry health, evacuation (for medical emergencies, political unrest or natural disasters), and repatriation insurance for the duration of your stay abroad. You are also advised to review the other types of insurance available for purchase and determine whether or not you should purchase any of those types. Examples include but are not limited to: theft insurance, baggage insurance, and trip cancellation/trip interruption insurance.

U.S. PASSPORT & VISA INFORMATION

A valid passport is required to enter and leave most foreign countries. Only the U.S. Department of State has the authority to grant, issue, or verify United States passports. U.S. citizens can apply for or renew passports at www.travel.state.gov. You may be required to get a visa for the country you plan to visit. You should visit the host country’s embassy website for specific visa requirements.

OIE CONTACT INFO

Georgia Tech Office of International Education
631 Cherry St., Savant Suite 211
Atlanta, GA, USA 30332-0284
Phone: 404-894-7475 Fax: 404-894-9682
Study.Abroad@gatech.edu

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