

HORRY-GEORGETOWN TECHNICAL COLLEGE

PROCEDURE

Number: 9.1.8.4
Related Policy: 9.1.8
Title: Admission of International Students
Responsibility: Director of Admissions Operations

Original Approval Date: 05-06-1998
Last Cabinet Review: 05-02-2023
Last Revision: 05-02-2023

President

Horry-Georgetown Technical College welcomes the enrollment of international students who wish to pursue collegiate-level study in the United States. For the purpose of this procedure, international applicants/students are defined as those non-citizens of the United States who hold or are applying for nonimmigrant visa categories “F” or “M” (student visas).

International students must complete and submit an application for admission, along with the non-refundable application fee, if applicable, and all required foreign documentation.

As outlined in South Carolina Technical College System Procedure No. 3-2-102-1, “Admission of International Students,” an international applicant may become a member of the student body at Horry-Georgetown Technical College if the following requirements are completed and verified by the Primary Designated School Official (PDSO):

- A. International applicant meets/completes all general College admission requirements.
- B. International applicant submits certified English translations of all required transcripts if original transcripts are not in English and a professional course-by-course credential evaluation of international coursework from an accredited credential evaluation service.
- C. If English is not the applicant’s primary language, the international applicant submits a Test of English as a Foreign Language (TOEFL) Score or International English Language Testing System (IELTS) Score that meets the minimum requirement to demonstrate English proficiency.
- D. International applicant presents documentation of adequate financial resources (which includes tuition and expenses) for the duration of study at Horry-Georgetown Technical College.

- E. International applicant pays two (2) semesters advance tuition at the out-of-country tuition rate.
- F. International applicant receives/maintains appropriate visa and other related documentation required by the United States Department of Homeland Security.

Horry-Georgetown Technical College also complies with the following guidelines specified in South Carolina State Technical College System Procedure No. 3-2-102, "Admission of International Students:" by verifying that:

- A. the College is certified to admit international students (F or M Visa Categories);
- B. the College has a Primary Designated School Official (PDSO) and a Designated School Official (DSO);
- C. the College maintains copies of appropriate Immigration and Naturalization Service (INS) forms necessary for processing initial and subsequent Department of Homeland Security (DHS) transactions for international applicants/students (F or M categories);
- D. the College maintains a current copy of the National Association of International Educators (NAFSA) publication *Adviser's Manual of Federal Regulations Affecting Foreign Students and Scholars*;

Horry-Georgetown Technical College prohibits discrimination and harassment, including sexual harassment and abuse, on the basis of race, color, gender, national or ethnic origin, age, religion, disability, marital status, veterans status, sexual orientation, gender identity or pregnancy in educational programs and/or activities.