Check admission requirements, required documents, deadline dates and application status at www.westga.edu/admiss
Thank you for your interest in the University of West Georgia (UWG). We are always pleased to be of assistance to international students. UWG offers a wide variety of cultural experiences, academic opportunities and services.

Enclosed are the supplementary application forms for international students. This application is for international students who have completed the online application at www.westga.edu/admiss and are submitting the additional required documents for international admission to UWG. Please complete and return them as soon as possible. In addition, several other items are needed to determine your eligibility for admission. These include official TOEFL scores, if English is not your native language, (minimum 193 computer-based/69-70 IBT/523 paper-based) or official IELTS scores (minimum 6.0), official SAT scores (minimum 430 verbal & 410 math) or ACT scores (minimum 17 English & 17 math), and official secondary records and/or college transcripts, if applicable. Please see “Application Instructions” for more details.

Enclosed is a financial affidavit. It must be accurately completed and returned to this office. Prior to acceptance, an international applicant’s financial solvency must be demonstrated for the first year. This amount may vary from semester to semester due to increase in fees or living expenses. New international students are not allowed to work off-campus while attending on an F-1 Visa and each student must be able to fully fund all expenses incurred by his/her stay in the country.

International students may be eligible for scholarships through various academic departments after they have enrolled in courses at UWG. In addition, UWG offers a waiver for the out-of-state portion of tuition if an applicant meets certain academic criteria, and if a waiver is available. There are a limited number of waivers; therefore, not all eligible applicants will receive a waiver. Waivers will not be awarded until an applicant is accepted for admission and has provided proof of financial solvency. It is critical to apply early and submit application materials as soon as possible. In addition, international students must maintain a full course load of studies (12 semester hours or more each term) while attending on an F-1 Visa.

Once again, thank you for your interest. If we can be of further assistance, please do not hesitate to contact the Undergraduate Admissions office at 678-839-5600 or e-mail us at admiss@westga.edu.
Supplementary Application Instructions

Answer every question on the application. All forms are to be filled out in English. Applications with unanswered questions and/or no application fee will be delayed in determining an admissions decision. Please go through the “Application Checklist” before sending in your application to make sure your application is complete.

Documents required to complete the application process:

a. Completed “Financial Certificate.” Applicants pursuing an F-1 Visa must provide evidence of sufficient funds available for their studies in order to comply with Immigration and Naturalization Services regulations. This form must be accompanied by a separate official bank letter/statement stating a dollar amount of available deposits in U.S. currency. Both must be dated within the last six (6) months. Signatures of all parties must be on the financial certificate (student, bank official’s, sponsor/s). (Originals only - no photo copies or faxes will be accepted.)

b. For applicants with a native language other than English, the University requires satisfactory scores on the Test of English as a Foreign Language (TOEFL or IELTS). TOEFL and IELTS scores expire two years after test date. Official scores must be sent directly from the Educational Testing Service (ETS). Information on test sites and dates may be obtained by accessing www.ets.org/ or (609) 771-7100. IELTS scores can be obtained by visiting www.ielts.org. (Originals only - no photo copies or faxes will be accepted.)

When requesting official TOEFL scores to be sent to the University of West Georgia, please visit the www.ets.org website, select “TOEFL Test” under the section “Tests and Products,” then select “Scores” from the section “TOEFL IBT Test,” then select “Sending Your Scores” from the left hand side of the page under the section labeled “Scores.” When requesting official TOEFL scores to be sent to the University of West Georgia, please use the following code when requesting scores: DI Code: 5900. You are allowed four free score requests to be sent to four institutions after taking the TOEFL Exam.

When requesting your official IELTS scores to be sent to the University of West Georgia, please visit the www.ielts.org website. Once on the home page, select “Test Takers Information” from the four options presented, then select “Test Takers FAQs,” then “Test Results.” Once you register for the IELTS, you will be given the option to have your official scores sent to five institutions for free. There is no code required to have these scores sent, you can simply list the University of West Georgia on the application. If you need additional test score results to be sent after you have taken the IELTS exam, you will need to contact the test center where you completed the exam and request additional scores to be sent.

c. All entering freshman and transfer students with fewer than 45 transferable quarter hours, or 30 transferable semester hours, of transfer credit are required to submit official scores on the SAT or ACT. Scores must be sent directly from the Testing Service. Arrangements to take the test(s) may be made by accessing www.collegeboard.org or (609) 771-7600 for the SAT, or American College Testing Program, www.act.org for the ACT. (Originals only – no photo copies or faxes will be accepted.)

The University of West Georgia codes for submitting official SAT or ACT test scores are: SAT (UWG Code: 5900) & ACT (UWG Code: 0878).

d. Foreign academic credentials must be evaluated by an independent evaluation service, which generally takes 2-4 weeks for completion after receipt of application fee and academic credentials. Although you may use any credential evaluation agency accredited by the National Association of Credential Evaluators (NACES), www.naces.org, UWG recommends Josef Silny & Associates, Inc. as a foreign credential evaluation service. If you have specific questions, you may contact them at: 7101 SW 102 Ave. Miami, FL 33173, (305) 273-1616 or www.jsilny.com. Please be advised that a course-by-course evaluation is needed for previous college/university work, and a document-by-document evaluation is required for high school/secondary school coursework.

e. A copy of passport with official name and photograph, as well as any other applicable immigration documentation if the student is a current visa holder.

Additional information:

1. The admission status of an applicant cannot be determined until all official credentials have been received.
2. Only the Office of Admissions is authorized to notify applicants of their acceptance as students to the University of West Georgia. Upon acceptance, a Certificate of Eligibility (Form I-20) will be issued. The Form I-20 will not be issued until the applicant has been accepted.
3. Please note that documents received in the Office of Admissions become the property of the University and will not be returned to the applicant or forwarded to second parties.

-- All documents must be official and in the English language --
International Supplementary Application for Undergraduate Admission

University of West Georgia

Please complete all items and print clearly or type; incomplete applications will be delayed in determining an admissions decision. Do not staple documents to application.

ADMISSIONS INFORMATION

1. Degree sought at West Georgia: __________________________ 2. Major area of study (required): __________________________

Second major: __________________________________________ Minor area of study: ______________________________________

3. Term you plan to enter:  Fall  Winter  Spring  Summer Year: __________________________

August  January  June

4. Applying as:  ❑ Freshman  ❑ Transfer

5. Have you previously applied to West Georgia?  ❑ Yes  ❑ No  If yes, for what term and year? __________________________

APPLICANT INFORMATION

6. If you have an American Social Security Number, enter here: __________________________

Please enclose a copy of your social security card

7. Name: __________________________ __________________________ __________________________

Family Name  First Name  Middle Name

8. Permanent/Home Country address (REQUIRED): __________________________ __________________________ __________________________

Street name and number  Province Country

Phone number: __________________________  Country code, City code, Phone number

9. Name and address to which correspondence regarding this application should be sent: __________________________

Address: __________________________

city  state  zip

e-mail: __________________________


Month/Day/Year

RESIDENCY/GENERAL INFORMATION

13. City of birth: __________________________ 14. Permanent resident of which country: __________________________

15. Will you require on-campus housing?  ❑ Yes  ❑ No  (Freshmen are required to live off-campus and purchase a meal plan.)

16. Native language: __________________________

The University of West Georgia (UWG) is a co-educational, residential institution with over 11,600 undergraduate and graduate students enrolled. Located in Carrollton, Georgia, UWG is just 50 miles west of Atlanta, Georgia. UWG welcomes international students!

Eligibility for admission to UWG cannot be determined until all of your credentials have been received and evaluated. An I-20 will not be issued until a student has been accepted for admission. If you are applying to the College of Education, Richards College of Business, College of Business, and certain majors in the College of Arts and Humanities, College of Science and Mathematics, and School of Nursing, significant additional steps are required. Further information on the additional requirements may be found in the University catalog.

Please visit our web site: www.westga.edu

International Application Process: www.westga.edu/international

University Catalog: Catalogs are not mailed; however, students accepted into the University will receive a catalog at an international orientation. To view a catalog from our web site, go to www.westga.edu/index-future.php and select Undergraduate Catalog.

International Services and Programs Office: www.westga.edu/isp

Transfer students: Generally, students receive transfer credit evaluations before they have registered for courses at West Georgia, or shortly thereafter. The maximum number of academic hours accepted is 90 semester hours from all institutions attended.

Financial Resources: International students are eligible for scholarships through various academic departments after they have enrolled in courses at UWG. In addition, UWG offers a waiver for the out-of-state portion of tuition if an applicant meets certain academic criteria, and if a waiver is available. There are a limited number of waivers; therefore, not all eligible applicants will receive a waiver. Waivers will not be awarded until an applicant is accepted for admission and has provided proof of financial solvency. It is critical to apply early and submit application materials as soon as possible. In addition, international students must maintain a full course load of studies (12 semester hours or more each term) while attending on an F-1 Visa.

Immigration/Visa Information: Eligibility for admission to UWG cannot be determined until all of your credentials have been received and evaluated. An I-20 will not be issued until a student has been accepted for admission. If you are arriving from a foreign country, present your I-20 form to the nearest United States Consulate to apply for a Visa. You are required to be enrolled full-time (12 semester hours or more) during each semester. New international students are not allowed to work off-campus. In addition, please note that a Sevis fee of S50 for the International Services and Programs Office will be required for each semester that you attend classes at UWG.

Health Insurance: UWG requires you to purchase health insurance at the time of registration. If you are already protected by an insurance policy, you must have it approved by the International Student Advisor before registration. (Insurance verification must be in the English language.)
17. If English is not your first (native) language, have you taken the TOEFL or IELTS?

- Yes  
- No

Score: ___________________ Please send official results electronically  
Date of test: ____________

18. If you have taken the SAT or ACT: Date of test ________ Score _____ Please send official results electronically

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FAMILY INFORMATION

19. Father's name in full: _____________________ Living or Deceased? _____________________

Address: __________________________________________________________________________

Occupation: _______________________________________________________________________

Mother's maiden name in full: _____________________ Living or Deceased? _____________________

Address: __________________________________________________________________________

Occupation: _______________________________________________________________________

20. Person to be notified in case of emergency:

Name: ________________________________________________________________________________

Relationship: _______________________________________________________________________

Address: __________________________________________________________________________

Telephone: __________________________________________________________________________

---

21. Do you plan to bring any family members or dependents with you to the U.S. that will require immigration documents?

- Yes*  
- No

*If yes, please provide the following:

Name of Dependent #1: _______________________________________________________________________

Country of Birth: ____________________ Country of Citizenship: _______________________

Date of Birth: ____________________ Gender:  
- Male  
- Female  

Relationship: _______________________________________________________________________

Name of Dependent #2: _______________________________________________________________________

Country of Birth: ____________________ Country of Citizenship: _______________________

Date of Birth: ____________________ Gender:  
- Male  
- Female  

Relationship: _______________________________________________________________________

---

*Applications with incomplete educational information may not be processed or result in a delay in processing.

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EDUCATIONAL INFORMATION

Please list all secondary, university/college/technical schools attended, or presently attending, below*

<table>
<thead>
<tr>
<th>Full Name of Institution</th>
<th>City/State/Country</th>
<th>Dates of Attendance</th>
<th>Diploma/Certificate &amp; Date of Completion</th>
<th>Type of School (secondary, university, etc.)</th>
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</tbody>
</table>

Summary of Educational Background

Secondary/High School

Name of school: ____________________  
Number of years studied: ____________  
Name of Diploma/Certificate Received: ____________________  
(i.e. examination results)

University Studies

Name of school: ____________________  
Number of years studied: ____________  
Name of Diploma/Degree Received: ____________________

United States Colleges or Universities

Name of school: ____________________  
Number of years studied: ____________  
Name of Diploma/Degree Received: ____________________

Post-secondary Institutions (other than university level)

Name of school: ____________________  
Number of years studied: ____________  
Name of Diploma/Degree Received: ____________________

---

*Applications with incomplete educational information may not be processed or result in a delay in processing.
If you have attended school in the U.S. before, what was your I-20 admission number?_____________________________________

Please include a copy of your I-20 form

If currently in the United States, on what type of Visa?
☐ B-2  ☐ F-1  ☐ J-1  ☐ L-1  ☐ B-2 (Prospective Student)  ☐ Other (please specify)_____________________

When does this Visa expire?  Please include a copy of your Visa and I-94 showing your Visa type and duration of status
Month/Day/Year

I certify that all information provided on this application is complete, factually accurate and honestly presented. I further understand that my admission and subsequent registration may be cancelled if this information is found to be false or intentionally omitted. I agree to comply with any necessary regulations and return to my home country upon the expiration of my studies in the United States of America.

Signature of applicant  Date

University of West Georgia (UWG)

Financial Certificate & Verification

Both pages of form must be completed with signatures of all parties or there will be a delay in processing. A letter of deposits stating a dollar amount of readily available deposits (US currency if possible) must accompany this form.

UWG requires financial documentation for the first year of study, from each international applicant in the amount of:

$32,000* (Fall or Spring Semesters for first year)

*If you have dependents accompanying you to the U.S. on your visa, you must add the following amounts:

Spouse: $6,000  Each Child: $4,500

This statement and the required supporting financial documents (see other side) must be on file before an I-20 can be issued. Two original sets of supporting documents should be obtained. One set should be sent to the Office of Admissions and will become part of your permanent file. The other set should be used to present to the U.S. Embassy or Consulate. Photo copies, faxes or scanned documents are not acceptable forms of verification.

Section I: Applicant Information

Applicant’s Family Name:__________________________________________________________

Given Name:__________________________________________________________

Expected visa type:
☐ F-1
☐ J-1 Exchange Visitor
☐ Other (specify)__________________________________________________________

Section II: Dependent Information

1. Will a spouse and/or child(ren) accompany you to UWG on your visa?  ☐ Yes  ☐ No

2. If so, you must add the following minimums to the total cost:

Spouse: $6,000  Each Child: $4,500

<table>
<thead>
<tr>
<th>Name</th>
<th>Date of Birth</th>
<th>Country of Birth</th>
<th>Relationship</th>
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<tbody>
<tr>
<td></td>
<td>(Month/Day/Year)</td>
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<td></td>
</tr>
<tr>
<td></td>
<td>(wife/husband, daughter/son)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Section III: Source of Financial Support in U.S. Dollars (*additional documentation required; see below)

Check all sponsors providing this funding:  
☐ My own personal funds  
☐ Parents’ and/or sponsor’s fund (family, friend, etc)  
☐ Home government funds  
☐ Other (specify):  

Amount of each type of support:  
USD $:  
USD $:  
USD $:  
USD $:  

Total amount of money you expect to have when you arrive at UWG: USD $:  

*All applicants must show proof of finances. Please obtain an official letter from the bank or financial institution in which you, and/or your sponsor, have available funds. This letter should be written on official letterhead, in English, and signed by a bank official. The letter should state the date the account was open, the currency type and specifically state an amount that is currently in the account. Bank letters dated more than six (6) months from the date of submission to UWG are considered expired. If dependents will accompany you, be sure to include the additional amounts for each dependent.

Organizations (government or private) sponsoring you must provide a letter of sponsorship on official letterhead with the organization’s address, telephone and fax number, and the original signature and title of the responsible official. This letter should also include your full name, the specific dollar amount, and duration of the scholarship.

Section IV: Signatures (required)

This certifies that the total amount of money that I have available for my first year of study at UWG (including funds for dependents, if applicable) is USD $:  

Further, I certify that all the above and attached information provided is correct and complete and that I will not require financial assistance from UWG.

Signature of Student (required)  
Date

Signature of Sponsor/s (required)  
Printed Name/s

Relationship to Student  
Date

Signature/Seal of Bank Official (required)  
Printed Name

Name of Bank (required)  
Date

University of West Georgia (school code ATL 214F00247000)  

Transfer Clearance Form (TCF)

To be completed if applicant is transferring from a high school or college in the United States

International students wishing to transfer to the University of West Georgia from another institution in the United States must have this form completed by their present International Student Advisor and returned directly to the University of West Georgia by that official. The Transfer Clearance Form (TCF) may be faxed to 678-839-4747.

This portion to be filled out by the student:

Student’s Name:  

Admission Number*:  
SEVIS ID# (if available):  
*The Admission Number is the 11-digit number found on the top left corner of your I-94 form.

Current Address:  
Street name and number
City  
State  
Zip code
Telephone:  
E-mail

I give permission for my present school to release the information requested on this form.

Student’s Signature:  
Date:

TO BE COMPLETED BY INTERNATIONAL STUDENT ADVISOR:

Date on which student LAST attended your school:  

Expiration Date on I-94 Card:  

Projected SEVIS release date:  

Has the student been granted practical training?*  
☐ Yes  ☐ No

*If yes, please note dates of employment (start to finish OPT):  

Do NOT have your SEVIS file transferred until proof of UWG acceptance is received.

I certify that the preceding is correct:

Signature of School Official  
Printed Name  
Title

Name and address of Institution (as it appears in SEVIS)  

Telephone Number  
Date

Advisor E-mail Address
Send Completed Transfer Clearance Form to:

University of West Georgia
Office of Admissions
Carrollton, Georgia 30118-4400
678-839-5600
678-839-4747 (fax)

Supplementary Application Checklist
— Please see “Application Instructions” for additional information —

- Completed online application with $40.00 non-refundable application fee (applications will not be processed without this fee)
- Copy of passport with official name & photograph
- Completed Financial Certificate including official signatures from all parties involved: bank official, applicant and any sponsors – no photo copies or faxes
- “Official” Letter of Available Deposits/statement sent directly from sponsor’s bank stating a dollar amount of available deposits – no photo copies or faxes
- If entering as a Freshman, “official” scores from the Scholastic Aptitude Test (SAT) or American College Testing (ACT) - see “c” on enclosed Application Instructions – no photo copies or faxes
- If English is NOT your first/native language, “official” scores to demonstrate English proficiency (TOEFL or IELTS) – no photo copies or faxes; test score results must be sent directly from Testing Office.
- If applicable, submit a copy of your Visa, I-94, Form I-20 and American social security card
- Completed Transfer Clearance Form (TCF) if you are transferring from an institution in the United States
- Official applicable secondary or college transcripts (evaluated if foreign coursework)
- All foreign academic credentials must be evaluated by an independent foreign credential evaluation service. UWG recommends Josef Silny & Associates, Inc. for the evaluation - see “d” on enclosed Application Instructions.

Please note that “Official” is defined as an original document with signatures/seals and translated into English. No photo copies or faxes.

Please send completed application and all materials to:

University of West Georgia
Office of Admissions
Carrollton, Georgia 30118-4400 (USA)
678-839-5600

Application and Document Deadlines for International Students

<table>
<thead>
<tr>
<th>Semester</th>
<th>Classes begin</th>
<th>Deadline for receipt of all application materials</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring Semester</td>
<td>January</td>
<td>October 15th</td>
</tr>
<tr>
<td>Summer Semester</td>
<td>June</td>
<td>March 15th</td>
</tr>
<tr>
<td>Fall Semester</td>
<td>August</td>
<td>June 1st</td>
</tr>
</tbody>
</table>

Applicants should apply six (6) months prior to the term of desired enrollment. The required official documentation must be in the applicant’s file by the above stated deadline. If a deadline is missed, the applicant may apply for another term by notifying the Office of Admissions.
Undergraduate Majors

COLLEGE OF ARTS AND HUMANITIES

BACHELOR OF ARTS (BA)
Art (including art history, studio and art)
English**
Foreign Language and Literatures (including French*, German, and Spanish*)
Global Studies
History**
Philosophy (including Religion & Pre-Law)
Theatre

BACHELOR OF FINE ARTS (BFA)
Art* (including ceramics, education, graphic design, painting, photography, printmaking & sculpture)

BACHELOR OF MUSIC (BM)
Composition
Music Teacher Education*  
Performance (with Emphasis in Jazz Studies or Piano Pedagogy)

COLLEGE OF EDUCATION

BACHELOR OF SCIENCE IN EDUCATION (BSED)
Early Childhood Education (P-5)
Physical Education (P-12)
Special Education (P-12)
Speech-Language Pathology (P-12)

BACHELOR OF SCIENCE (BS)
Sport Management

COLLEGE OF SCIENCE AND MATHEMATICS

BACHELOR OF ARTS (BA)
Chemistry**
Geography
Mathematics

BACHELOR OF SCIENCE (BS)
Biology**
Computer Science
Earth Science**
Environmental Science
Environmental Studies
Geography
Geology
Mathematics**
Physics**

BACHELOR OF SCIENCE
in Chemistry (BSCHEM)

COLLEGE OF SOCIAL SCIENCES

BACHELOR OF ARTS (BA)
Mass Communications
Political Science
Psychology

BACHELOR OF SCIENCE (BS)
Anthropology
Criminology
Political Science
Sociology

RICHARDS COLLEGE OF BUSINESS

BACHELOR OF BUSINESS ADMINISTRATION (BBA)
Accounting
Economics
Finance
Management
Management Information Systems
Marketing
Real Estate

BACHELOR OF ARTS (BA)
International Economic Affairs

BACHELOR OF SCIENCE (BS)
Economics**

SCHOOL OF NURSING

BACHELOR OF SCIENCE
in Nursing (traditional program and RN-BSN)

PRE-PROFESSIONAL PROGRAMS

Engineering Studies (Dual Degree)
Pre-Engineering
Pre-Forestry
Pre-Law
Pre-Medical Professions:
  Medicine
  Dentistry
  Dental Hygiene
  Occupational Therapy
  Physical Therapy
  Physician Assistant
  Pharmacy
  Pre-Veterinary Medicine

* Teacher certification obtainable in grades P-12.
** Teacher certification program in grades 6-12 may be elected in these fields.

NOTES: The grade-point average requirement for admission into some programs of study (majors) may be higher than the requirement for admission to the university. Specific program admission requirements can be reviewed in the university catalog.

Many degrees offer special fields of concentration. For example, the Department of Art offers the BFA with concentrations in ceramics, graphic design, interior design, painting, photography, printmaking, sculpture; and the BA degree with concentrations in studio art and pre-medical illustration. A minor in art history is also available. See the university catalog for details.