

ADMISSIONS / ENROLLMENT STEPS:

1. Complete the GTC Online Admissions / Enrollment Application.

Career Counselor for Admissions will review your application once it is submitted. Please allow 72 hours for an Admissions Representative to reply back with communications concerning the information from your submitted application.

2. The Career Counselor will schedule an appointment with the student to:

- * Review your application
- * Validate official transcript(s)
- * Complete a Career Assessment
- * Schedule to take a Basic Skills Assessment (if applicable)

3. Acceptable Basic Skills Assessments include CASAS, the TABE Test, or an acceptable Basic Skills Test approved by The Florida Department of Education, or provide Basic Skills Test Scores from another entity (Must be in a sealed envelope and signed by the Test Administrator)

4. Prepare for Payment

- * Apply for the Federal PELL Grant (FASFA) or request documents needed for other funding methods (VA, CareerSource, etc.). Complete the Federal Student Aid (FASFA) online application at <https://studentaid.gov>.
- * Contact the Financial Aid Advisor (If you are self-pay, you may skip this step.)
- * Contact the Financial Aid office to schedule an appointment to discuss your PELL Grant award. Be sure to bring proof of any additional grants, scholarships or waivers you have been awarded. The Financial Aid advisor can be reached by contacting 850.875.8324

Important Note:

Registration will not be officially complete until tuition, registration, and lab fees have been paid or payment arrangements have been made with the Financial Aid Career Counselor.

5. Acceptance Letter to Recipient with Award Status, Date of Entry, and Graduation Date.

6. Schedule and Attend Orientation and Complete Enrollment Forms.

7. Complete necessary technology access and permission forms with CTE Coordinator.

8. School Photo ID: \$5.00