

Gadsden Technical College

Requirements for Admission/Enrollment:

1. Complete the Gadsden Technical College (GTC) Online Admissions / Enrollment Application.
2. Please allow 7 to 10 business days for an Admissions Representative to reply with communications concerning your submitted application.
3. Transcript:
Applicants must submit an official sealed/unopened high school transcript and transcripts from any college(s) attended.

Transcripts may be sent electronically directly from the institution to Tatia Thomas at:
flowerst@gcpsmail.com

OR

Hand delivered to Gadsden Technical College's front office or mailed to:

Gadsden Technical College
Admissions
Attn. Tatia Thomas
201 Martin Luther King, Jr. Blvd.
Quincy, Florida 32351

4. Commercial Class B applicants must submit a Department of Transportation (DOT) Physical prior to admission; either electronically to the admissions office (Tatia Thomas at: flowerst@gcpsmail.com), or hand delivered to the College.
5. The Career Counselor will schedule an appointment with the applicant to:
 - Review your application
 - Verify Social Security Number by providing any of the following documents:
 - Social Security Card
 - 1098 Form with full SSN
 - 1099 Form with full SSN
 - W2 Form with full SSN
 - Pay Stubs with full SS
 - Bank, Loan, or financial documents with full SSN
 - Provide proof of Measles immunization
 - Documentation of Disability/Accommodation (if applicable)
 - Complete a Career Assessment (optional)
 - Schedule to take a Basic Skills Assessment (if applicable)

- 6 . 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)

All adult students who enroll in Workforce Education Certificate Programs of 450 Clock Hours or more will complete a basic skills examination approved by the Florida Department of Education. Admission policies require that all post-secondary students take a Basic Skills Test or provide proof of acceptable forms of exemption from testing. Basic Skills Testing measures skills in Reading, Mathematics, and Language. Exemptions may apply.

7. FINANCIAL ASSISTANCE:

We currently accept the following types of financial assistance:

- Financial Aid “Pell Grant”
- CareerSource Capital Region Funding
- Florida Pre-Paid
- Veterans Assistance Funding
- Other Approved Scholarships
- Pay Out-of-Pocket
- GTC Scholarship Funding may be Available to Qualifying Students

Financial Aid (Pell Grant) should be completed prior to the completion of the applicant process.

Use the link below to apply for financial aid:

<https://studentaid.gov>

For more information please contact Mrs. DuPont-Bradwell at: (850) 875-8324, Ext. 5103.

8. Pharmacy Technician and Practical Nursing applicants will require additional documentation.