Dear Prospective Applicant:

Thank you for your interest in the School of Civil and Environmental Engineering (CEE) graduate programs at Georgia Tech. Application materials follow this note, along with detailed instructions for completing the application process.

Georgia Tech’s School of Civil and Environmental Engineering offers four master’s degrees: Master of Science in Civil Engineering, Master of Science in Environmental Engineering, Master of Science in Engineering Science and Mechanics, and the undesignated Master of Science. Students who have previously earned the B.S.C.E. degree or its equivalent may receive the Master of Science in Civil Engineering (M.S.C.E.). The Master of Science in Environmental Engineering (M.S. Env.E.) is awarded to students with an accredited bachelor’s degree in engineering who have taken a program of courses specified by the student’s advisor and the School Chair. Students who do not meet the above requirements but satisfy all prerequisites for the courses in their M.S. program receive the undesignated M.S. degree. The Doctor of Philosophy (Ph.D.) degree is the highest degree the School offers.

New student admission takes place in the Fall Semester. The application deadline for all 2003 applicants to CEE graduate programs is December 30, 2002. The Graduate Record Examination (GRE) General Test is required for all applicants. Call 1-800-GRE-CALL to schedule the computer-based GRE. Standard minimum scores for admission are a combined total of 1300 on the GRE Quantitative plus Analytical scores, and 3.0 undergraduate Grade Point Average (on 4-point scale). A Test of English as a Foreign Language (TOEFL) score of 550 or higher (213 on computer-based test) is required for all international applicants who have not resided at a U.S. university for at least one year.

Financial assistance is available, particularly at the doctoral level. Financial awards usually are given in the form of teaching or research assistantships. Full or partial fellowships are available for a few, select students. Doctoral students earning prestigious nationally competitive fellowships, such as the NSF Fellowship, may qualify for additional supplemental fellowships and financial aid from Georgia Tech.

U.S. News and World Report recently ranked Georgia Tech third in its list of top graduate engineering programs in the U.S. Georgia Tech also was ranked third nationally by the National Science Foundation for the amount of expenditures in engineering research and development. Georgia Tech also is recognized as a leader in the enrollment and graduation of women and minorities, both at the undergraduate and graduate degree levels. The Institute’s excellent reputation reflects well on both its students and its alumni.

Please review our Graduate Applicant Information site at: http://www.gradinfo.ce.gatech.edu/ It contains more detailed information about CEE’s programs. If you have questions about the application process, please email the School’s Graduate Office at: gradinfo@ce.gatech.edu.
Application Instructions

Georgia Tech and the School of Civil and Environmental Engineering use a self-managed application process. Please carefully follow the guidance and instructions below. The faculty will consider for admission only complete application packages received at Georgia Tech by the specified deadlines. Late or incomplete applications may be considered as time and other resources permit. All applications and supporting documents become the property of Georgia Tech and will not be returned or released to other institutions or organizations.

Application Deadline

The deadline for all applications to Georgia Tech’s School of Civil and Environmental Engineering graduate program is December 30, 2002 for the following Fall 2003 Semester.

Degree Objective

You must indicate your degree objective on Georgia Tech’s “Application for Graduate Admission” (item #14-D). CEE admits B.S. graduates, and of course M.S. graduates, into the Ph.D. program. An M.S. is not required for admission to the doctoral program. Students with advanced degree goals are encouraged to embark on graduate study with their ultimate degree objective clearly defined. CEE has a near equal distribution of M.S. and Ph.D. students, and both student populations are critical to our success as a graduate institution. You will find that our curricula, breadth of faculty interests, distribution of applied to theoretical research, and experimental facilities within CEE are supportive of both masters and doctoral students’ interests. Therefore, our goal is to be certain we evaluate all applicants on the basis of their ultimate degree objective, and that we provide them with the appropriate opportunities.

If your ultimate preference is the Ph.D. degree, then select “Ph.D.” as your degree objective (not M.S.). Course work in your major will, in many cases, have you earn the M.S. degree as you proceed to the Ph.D.

If your ultimate degree preference is a Masters degree and not a Ph.D., then select “Master’s” as your objective. This path does not preclude a decision in the future to proceed to the Ph.D. degree, but will clearly indicate your primary professional interest.

On the application form there is a question for Master’s applicants, regarding the potential pursuit of the Ph.D. degree. If pursuit of the Ph.D. is a possibility following completion of the M.S., then indicate this on the application form, and include a comment in your Personal Statement.

Financial Assistance

Applicants may apply for financial assistance by checking “Yes” for the question “Do you wish to be considered for Financial Assistance?” and/or the question “Do you require Financial Assistance?” on the application form. No additional information or application is necessary, although you may wish to address your financial need in your Personal Statement.

Submission of Application

In one envelope, send the following materials to the address below:

Application form. Type or print using black ink. Be sure to sign the application form, as unsigned applications cannot be processed.

Application for Georgia Residence Status. You must complete this form only if you plan to claim Georgia residency for tuition assessment. “Georgia residency” implies that you have lived in the state of Georgia for at least twelve months and that attending an educational institution in the state has not been your primary reason for living in Georgia.
Application fee of $50 (non-refundable). Payment must be made in U.S. currency and drawn on a financial institution in the U.S. Your full name should appear on the check or money order (made payable to “Georgia Tech”). A form is included in this package for payment by major credit card. Do not send cash. Georgia Tech can neither waive nor defer the application fee.

Official transcripts. Two official transcripts are required from each college/university you have attended. You should request that the transcripts be sent to you in sealed envelopes. (If you have previously attended Georgia Tech, you are not required to submit official Georgia Tech transcripts in your application.) Forward unopened transcripts to Georgia Tech with your application package. If a college/university will not issue official transcripts directly to you, then enclose documentation of this policy with your application. Georgia Tech will then accept transcripts mailed directly to the above address. Transcripts not in English must be accompanied by a certified English translation.

Personal Statement Form. You must submit this form with your application package. The statement should clearly indicate, your reasons for wishing to study in this particular program at Georgia Tech (as opposed to another university). It should also summarize your background training and experience, and it should mention research experiences, honors, memberships, and extracurricular activities. The Personal Statement should be typed on an attached page or on the back of the form. A brief resume may also be included, if you wish.

Recommendation Letters. Your application package must include three letters of recommendation. After signing the confidentiality waiver on these forms, give a form and an envelope to each of three references. When the recommendation is completed, your reference should place the form in the envelope, seal the envelope, sign across the seal, and return it to you to be included in your application package. If your reference prefers to send the letter directly to Georgia Tech, please specify this on your application checklist. If you are currently enrolled in a graduate program, at least one of your recommendations should be from a faculty member who supervises your work.

Test scores. All test scores must be sent directly from the testing agency to Georgia Tech. The Graduate Record Exam (GRE) is required for all applicants. To schedule the computer-based version of the GRE, call 1-800-GRE-CALL. A Test of English as a Foreign Language (TOEFL) score of 550 (213 on computer-based test) or higher is required for students whose native language is not English. All your official test scores must be received at Georgia Tech before the faculty will make a decision on your application package. However, if you wish to include a photocopy of your test scores (as reported to you) in your application package, your application may be processed more quickly.

Materials for international applicants. International applicants should carefully read the “Information for International Applicants” sheet. International applicants also must complete the “Information from Citizens of Countries other than the U.S.” form and include financial documentation showing support for the first year of graduate study (approximately $37,000).

Submit all to: Graduate Office
School of Civil and Environmental Engineering
790 Atlantic Drive
Georgia Tech
Atlanta, GA 30332-0355

For More Information

The School of Civil and Environmental Engineering will send an email notice to confirm receipt of your application, and will inform you of any materials needed to complete your file. For more information, or to confirm that your application materials have been received, you may contact the Civil and Environmental Engineering Graduate Office at: gradinfo@ce.gatech.edu. Please note that privacy laws do not allow Georgia Tech personnel to reveal admission decisions by telephone.

If you wish to apply to another School at Georgia Tech, in addition to Civil and Environmental Engineering, you should contact that School to receive its specific application instructions. A single application form with one application fee may be used to apply to no more than two degree programs. If you apply to a second program, you must submit all required supporting documents to each program’s graduate office.
GEORGIA INSTITUTE OF TECHNOLOGY  
School of Civil and Environmental Engineering Graduate Program

Application Checklist

Use this checklist to be sure that you have included all required materials in your application package before mailing it to the School of Civil and Environmental Engineering Graduate Office. Please return the checklist with your materials showing the items you have included in your application package.

☐ Application form

☐ Application fee of $50 (make check or money order payable to Georgia Tech)

☐ Two official transcripts from each college or university you have attended

☐ Personal Statement Form

☐ Three Recommendation Letters, in sealed envelopes with the reference’s signature

☐ GRE scores (request Educational Testing Service to send directly to Georgia Tech). To expedite application processing, you may include a photocopy of GRE score reports with your application package. The ETS code for Georgia Tech is R5248, and the appropriate Department codes are 1102 and 1103. There is also a field to write your scores near the bottom of the application form.

International Applicants Only

☐ Information from Citizens of Countries other than the U.S. Form

☐ Financial documentation

☐ TOEFL scores (request Educational Testing Service to send directly to Georgia Tech). To expedite application processing, you may include a photocopy of TOEFL score reports with your application package. The ETS code for Georgia Tech is 5248, and the Department code is 65. There is also a field to write your scores near the bottom of the application form.

Application Deadline Is December 30, 2002 For All 2003 Applicants.

Applying early is always to your advantage.

Applicant Comments

If you have not included one or more of the items listed above in your application package, please indicate the reason below. Please also state the approximate date when you expect the missing materials to arrive at Georgia Tech.
General Information

Programs of Study
The School of Civil and Environmental Engineering (CEE) offers four master's degrees: Master of Science in Environmental Engineering, Master of Science in Civil Engineering, Master of Science in Engineering Science and Mechanics, and the undesignated Master of Science. Students who have previously earned the BCE or its equivalent may receive the Master of Science in Civil Engineering. The School awards the Master of Science in Environmental Engineering only to those students who have previously earned the BCE or who have earned an accredited bachelor's degree in engineering and have taken those courses required by their advisors and the School Chair. Students who do not meet the above requirements but satisfy all prerequisites for the courses in their M.S. programs receive the undesignated Master of Science degree. A wide range of M.S. and Ph.D. programs of study can be developed with CEE faculty in fields such as construction management, environmental engineering, fluid mechanics, geosystems engineering, hydraulics, hydrology, soil mechanics, materials, structures & mechanics, transportation, and water resources planning & management. M.S. students must complete a program of study including 30 semester hours. A master's thesis is optional for the M.S. and M.S.C.E. degrees, but a thesis or research project is required for the M.S. EnvE degree. The Doctor of Philosophy degree is the highest degree awarded and requires the greatest proficiency and achievement in knowledge and research. The Ph.D. degree usually requires two years of course work beyond the bachelor's degree and at least one additional year for full-time research.

Research Facilities
The School of Civil and Environmental Engineering includes several modern laboratories for graduate level research. The new 16,000 square foot structural testing laboratory includes facilities for large-scale structural testing, experimental stress analysis, photoelasticity, and non-destructive evaluation. The Environmental Engineering research program includes 18,000 square feet of laboratories for particle characterization and analysis, biotechnology, physicochemical processes, extraction and characterization of inorganic and organic contaminants, combustion, and municipal and industrial water and wastewater processes. An additional 20,000 square feet of laboratory space will be available to the EnvE program in 2002-03 in the new Environmental Science and Technology Building. The hydraulics laboratory has approximately 18,000 square feet of floor space and is fully equipped for research in open-channel hydraulics, sediment transport, cavitation and two-phase gas-liquid flows, and mixing in density-stratified water bodies. Transportation research facilities include a unique traffic signal laboratory, a spatial analysis and technology laboratory, and an IVHS laboratory. The geotechnical research laboratory occupies 12,000 square feet and houses equipment for research in soil, rock, and highway material testing methods. It is also equipped with extensive instrumentation for in situ measurements. The School has in-house computing facilities, plus students have access to other computers on campus and at other institutions. Lastly, the Georgia Tech Library has the largest scientific, engineering, architectural, and management collection in the Southeast, and offers access to many other libraries.

Financial Aid
Financial assistance is available to highly-qualified graduate students, particularly at the doctoral level. Stipends normally range from $6,600 to $18,000 for a twelve-month period. Awards are given in the form of research assistantships, teaching assistantships, designated fellowships, and Presidential Fellowships. Applicants who wish to be considered for financial assistance must submit all application materials before December 30, 2002 for Fall 2003 admission.

Cost of Study
Tuition and fees are $7,109 per semester in 2002-2003 for non-residents of Georgia, and $2,087 per semester for residents of Georgia. The rates for tuition and fees are subject to change at the end of any term. Graduate students with assistantships have tuition waived and pay reduced fees of $438 per semester.

Housing
Dormitory rooms for unmarried students and apartments for married students and their families are available at a reasonable cost through Georgia Tech. Rooms and apartments in privately-owned dwellings within walking distance or short driving distance are available for a range of prices. Students should contact the Housing Office at (404) 894-2470, or via the web at http://www.housing.gatech.edu/, for details on campus housing.

Student Group
In Fall Semester 2001, there were over 16,100 students at Georgia Tech; more than 4,500 of these students were enrolled at the graduate level. CEE has an enrollment of approximately 500 undergraduate students and 340 graduate students. Approximately 50% of CEE graduate students are pursuing Ph.D. degrees.

Location
Atlanta is one of the nation’s fastest growing and most exciting cities; an international city recognized for its creative approach to economic growth and development, while enhancing cultural diversity and the natural environment. Atlanta is home to professional baseball, basketball, hockey, football, and soccer (men & women) teams. An annual mean temperature of 61.2 degrees permits residents to enjoy year-round outdoor activities. The North Georgia mountains are within an hour drive, and provide hiking, camping, skiing, and canoeing among other activities. Much closer are Stone Mountain and Lakes Lanier and Allatoona, noted for their swimming, boating, fishing, and picnicking facilities.

The Institute
Founded in 1885, Georgia Tech is one of the largest technological universities in the United States. Georgia Tech is located on a 330-acre campus near downtown Atlanta, which is recognized as one of several financial, communication, and cultural centers of the U.S. In recent years, the National Science Foundation listed Georgia Tech third nationally for the amount of expenditures in engineering research and development. In addition, Georgia Tech was ranked third in U.S. News and World Report’s list of the top graduate engineering programs in the country; both the Civil Engineering and the Environmental Engineering programs were ranked in the top 10 of their respective areas. Georgia Tech has also been ranked second in the country among practicing engineers.

Applying
New student admissions take place in the Fall semester. The application fee is $50 (this fee can be neither waived nor deferred). The deadline for applying to the School of Civil and Environmental Engineering is December 30, 2002. Applications received after the deadline will be reviewed on a space-available basis. GRE scores are required of all applicants; call 1-800-GRE-CALL to schedule the computer-based GRE. Standard minimum scores for admission are a combined total of 1300 on the GRE Quantitative plus Analytical scores, and 3.0 undergraduate Grade Point Average (on 4-point scale). A Test of English as a Foreign Language (TOEFL) score of 550 or higher (213 on computer-based test) is required for all international applicants who have not resided at a U.S. university for at least one year. The average scores of those offered admission are well above the minimum scores noted above. Applying early is always recommended. If you have access to the World Wide Web, please review our Graduate Applicant Information site at: http://www.gradinfo.ce.gatech.edu/ Much information on the School is available at this site, and application forms can be downloaded here, as well.
Before Georgia Tech can process your application, you must provide satisfactory evidence that you have:
- adequate skills in English to allow you to take a full course load
- sufficient financial support for the total time you expect to be in the United States.

**Testing Requirements**

You must submit a minimum score of 550 (213 on computer-based test) on the Test of English as a Foreign Language (TOEFL). The Graduate Record Exam (GRE) is required of all applicants.

**Cost of Attendance**

For an unmarried student living in a modest manner, the approximate annual cost to attend Georgia Tech each academic year will be as follows:

<table>
<thead>
<tr>
<th>Expense (costs subject to change)</th>
<th>Cost Per Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and Fees</td>
<td>$20,500</td>
</tr>
<tr>
<td>Books and Supplies</td>
<td>1,500</td>
</tr>
<tr>
<td>Other Expenses (Room/Board, etc.)</td>
<td>15,000</td>
</tr>
<tr>
<td>12 Month Total (Approximate)</td>
<td>$37,000</td>
</tr>
</tbody>
</table>

Note: You must include certified documentation of your financial support with your application package. Please submit a letter of guaranteed support from your sponsor (or other source) along with a bank statement; or submit a copy of your government contract or scholarship. These materials should indicate that you have at least $37,000.00 for each year that you plan to attend Georgia Tech. If you plan to bring dependents, you will need to document an additional $300.00 per month for your spouse and $200.00 per month for each child.

**Limitations on Outside Work**

U.S. Immigration and Georgia Tech regulations require non-citizens holding student or exchange visas to be enrolled on a full-time basis (minimum 12 hours) during the academic year. Except under extraordinary circumstances, these regulations will not permit you to work either part-time or full-time off-campus during either the academic year or the Summer. Spouses of persons with student visas are not permitted to work at all. Spouses of persons with exchange visas may obtain permission to work but only for the support of their children.

**Assistantships**

International applicants may apply for financial assistance by checking “Yes” for the question “Do you wish to be considered for Financial Assistance?” and/or the question “Do you require Financial Assistance?” on the application form. Relatively few international students can expect to receive assistantships, since the number awarded is limited. If you apply for financial support and Georgia Tech cannot offer it, your application may be declined unless you have certified that you have adequate funds to cover all costs.

If you have been awarded a fellowship from a governmental, professional or other recognized institution, please document this in your financial statement. If you have an application pending for a fellowship, please indicate this in your application package.

**Required Information**

To assist us in evaluating your application, you must provide all the information requested on the accompanying form labeled “Information from Citizens of Countries other than the U.S.” Be sure to include the form with your completed application package. Send your complete application package and all necessary documentation to the address given on the “Application Instructions” page.
GEORGIA INSTITUTE OF TECHNOLOGY  
School of Civil and Environmental Engineering  

Information from Citizens of Countries other than the U.S.  
Must be Submitted for Visa Purposes

Name_________________________________________ Major field (within CEE)______________________
Address________________________________________________________________________________________
Planned enrollment term_______________ Country of citizenship ________________________________
Country of birth____________________________ Date of birth_______________________

1. Are you classified as a “Permanent Resident” of the U.S?  Yes ☐ No ☐
   If yes, enter registration number below and disregard the remainder of this form.
   Registration number _____________________________________________________

2. Which visa application form do you need?
   I-20 for F-1 visa ☐ IAP-66 for J-1 visa ☐ A-1 diplomatic visa ☐

3. Do you plan to:
   come alone ☐ have dependents come later ☐ bring dependents ☐
   If bringing dependents, please enter the following information for each dependent.
   a. Name __________________________________ Gender ___ Relation to applicant _____________
      Date of birth __________________________ Country of birth ____________________________
   b. Name __________________________________ Gender ___ Relation to applicant _____________
      Date of birth __________________________ Country of birth ____________________________
   c. Name __________________________________ Gender ___ Relation to applicant _____________
      Date of birth __________________________ Country of birth ____________________________

4. Are you applying for financial assistance?  Yes ☐ No ☐
   If you are not offered financial assistance by CEE, what assured financial support do you have for
   your first year of study?
   Personal funds $ ________________
   Government funds $ ________________
   Other funds $ ________________ Specify source ________________________________________

* Please note that only a small percentage of international students receive financial assistance *

Georgia Tech requires documentation of your financial support. Please attach a letter of guaranteed support
from your sponsor (or other financial source) along with a bank statement; or attach a copy of your
government contract/scholarship.

I certify that the information provided above is correct and complete.

Applicant’s signature ___________________________________________ Date______________________

Please include this form with your application materials, or mail it separately to:
Graduate Office  
School of Civil and Environmental Engineering  
Georgia Institute of Technology  
Atlanta, GA 30332-0355
GEORGIA INSTITUTE OF TECHNOLOGY
School of Civil and Environmental Engineering

Personal Statement Form

Applicant: ________________________________________________________________

Print name: Last (family) First Middle

is applying for the __________________ program beginning in the academic year 20 _____

M.S./Ph.D.

with an area of concentration within the School of Civil & Environmental Engineering of:

☐ Construction Engineering and Management ☐ Environmental Fluid Mechanics & Water Resources
☐ Environmental Engineering ☐ Geosystems Engineering
☐ Structural Engineering Mechanics and Materials ☐ Transportation Systems

E-mail address: __________________________________________________________

Mailing Address: _________________________________________________________

_________________________________________________________________________

_________________________________________________________________________

_________________________________________________________________________

On the back of this form, or on an attached page, clearly state your reasons for wanting to pursue graduate studies in CEE at Georgia Tech, as opposed to another university. Your statement should clearly document your educational background, training, professional experience, research experiences, and unique capabilities that will assure your success in a graduate program. Clearly indicate your professional goals and objectives so that faculty may understand your interests and capabilities for graduate study.

If you have applied for, or been awarded, a fellowship (e.g., NSF, EPA, DOE, Fulbright, or others), indicate the educational and research requirements of the fellowship, and area of research in your fellowship proposal, as appropriate. Note that Georgia Tech may be able to provide additional fellowship support to doctoral applicants earning these prestigious awards (see the “Financial Assistance” information at CEE’s Graduate Applicant Information web site: http://www.gradinfo.ce.gatech.edu/).

If you have indicated M.S. as your degree objective, do you ultimately intend to continue into the Ph.D. program? If so, please address this in your personal statement. Be certain that you clearly state your ultimate degree objective (M.S. or Ph.D.) and support this choice with a statement of your professional objectives for earning this degree.

You may also wish to submit a resume in addition to this statement.
GEORGIA INSTITUTE OF TECHNOLOGY
School of Civil and Environmental Engineering

Recommendation Form for Graduate Study

Applicant: __________________________________________________________________________________________

Print name: Last (family) First Middle has applied for the __________________ program beginning in the academic year 20 _____
M.S./Ph.D.

with an area of concentration within the School of Civil & Environmental Engineering of:

☐ Construction Engineering and Management ☐ Environmental Fluid Mechanics & Water Resources
☐ Environmental Engineering ☐ Geosystems Engineering
☐ Structural Engineering Mechanics and Materials ☐ Transportation Systems

Under the provisions of the Family Educational Rights and Privacy Act of 1974, I hereby waive my right to inspect this recommendation with the understanding it will be used only for the purposes of admission.

____________________________________
Signature
Date

1-How long and in what capacity have you known the applicant?

2-Please indicate your assessment of the applicant’s ability to carry on a rigorous program of graduate work.

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<th>Motivation and initiative</th>
<th>Top 1%</th>
<th>5%</th>
<th>10%</th>
<th>20%</th>
<th>50%</th>
<th>Below 50%</th>
<th>Insufficient Information</th>
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<td>Maturity and stability</td>
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Overall rating: ☐-Strongly recommend ☐-Recommend ☐-Recommend with reservations ☐-Do not recommend

If Applicable: ☐-Best student this year ☐-Best student in ____ years ☐-Top ____% of students this year

3-On the back of this form, or in an attached letter, please include any additional comments you think would be helpful to the admissions committee.

Name of Reference ______________________________________________________________________________

Title or position __________________________________________________________________________________

E Mail Address ___________________________ Telephone ____________________

Mailing Address __________________________________________________________________________________

Highest degree and field _________________________________________________________________________

Signature____________________________________ Date____________________________

To the reference: Georgia Tech uses a self-managed application system. After placing your completed recommendation in an envelope and sealing it, please place your signature over the seal. Then return the sealed envelope directly to the applicant. If you have questions about this form, please contact the Georgia Tech School of Civil and Environmental Engineering’s Graduate Office at (404) 894-2246 or e-mail gradinfo@ce.gatech.edu. Thank you for assisting this applicant to our graduate program.
GEORGIA INSTITUTE OF TECHNOLOGY
School of Civil and Environmental Engineering

Recommendation Form for Graduate Study

Applicant: __________________________________________________________

Print name: Last (family) First Middle

has applied for the __________________ program beginning in the academic year 20 _____
M.S./Ph.D.

with an area of concentration within the School of Civil & Environmental Engineering of:
- Construction Engineering and Management
- Environmental Engineering
- Structural Engineering Mechanics and Materials
- Transportation Systems

Under the provisions of the Family Educational Rights and Privacy Act of 1974, I hereby waive my right to
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Overall rating: ☐-Strongly recommend ☐-Recommend ☐-Recommend with reservations ☐-Do not recommend

If Applicable: ☐-Best student this year ☐-Best student in ____ years ☐-Top ____% of students this year

3-On the back of this form, or in an attached letter, please include any additional comments you think would
be helpful to the admissions committee.

Name of Reference ________________________________________________

Title or position ________________________________________________

E Mail Address ________________________________________________ Telephone _________________

Mailing Address ________________________________________________

Highest degree and field _________________________________________

Signature ________________________________________________ Date _________________

To the reference: Georgia Tech uses a self-managed application system. After placing your completed recommendation in
an envelope and sealing it, please place your signature over the seal. Then return the sealed envelope directly to the
applicant. If you have questions about this form, please contact the Georgia Tech School of Civil and Environmental
Engineering’s Graduate Office at (404) 894-2246 or e-mail gradinfo@ce.gatech.edu. Thank you for assisting this applicant
to our graduate program.
GEORGIA INSTITUTE OF TECHNOLOGY
School of Civil and Environmental Engineering
Recommendation Form for Graduate Study

Applicant: 

Print name: Last (family) First Middle 

has applied for the M.S./Ph.D. program beginning in the academic year 20 ____ with an area of concentration within the School of Civil & Environmental Engineering of:

- Construction Engineering and Management
- Environmental Engineering
- Geosystems Engineering
- Structural Engineering Mechanics and Materials
- Transportation Systems

Under the provisions of the Family Educational Rights and Privacy Act of 1974, I hereby waive my right to inspect this recommendation with the understanding it will be used only for the purposes of admission.

______________________________________________________________
Signature Date

1-How long and in what capacity have you known the applicant?

2-Please indicate your assessment of the applicant’s ability to carry on a rigorous program of graduate work.

<table>
<thead>
<tr>
<th>Motivation and initiative</th>
<th>Top 1%</th>
<th>5%</th>
<th>10%</th>
<th>20%</th>
<th>50%</th>
<th>Below 50%</th>
<th>Insufficient Information</th>
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<td>Maturity and stability</td>
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<td>Ability to work independently</td>
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<td>Ability to work with others</td>
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<td>Written expression in English</td>
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<td>Creativity</td>
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<td>Analytical ability</td>
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<td>Intellectual ability</td>
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**Overall rating:** ☐-Strongly recommend ☐-Recommend ☐-Recommend with reservations ☐-Do not recommend

If Applicable: ☐-Best student this year ☐-Best student in ____ years ☐-Top ____% of students this year

3-On the back of this form, or in an attached letter, please include any additional comments you think would be helpful to the admissions committee.

Name of Reference ____________________________________________________________

Title or position _____________________________________________________________

E Mail Address __________________________ Telephone _________________________

Mailing Address ________________________________

Highest degree and field _______________________________________________________

Signature ____________________________ Date ________________________

To the reference: Georgia Tech uses a self-managed application system. After placing your completed recommendation in an envelope and sealing it, please place your signature over the seal. Then return the sealed envelope directly to the applicant. If you have questions about this form, please contact the Georgia Tech School of Civil and Environmental Engineering’s Graduate Office at (404) 894-2246 or e-mail gradinfo@ce.gatech.edu. Thank you for assisting this applicant to our graduate program.
APPLICATION FOR GRADUATE ADMISSION
GEORGIA INSTITUTE OF TECHNOLOGY, ATLANTA, GEORGIA 30332-0321
A UNIT OF THE UNIVERSITY SYSTEM OF GEORGIA

Please read all instructions carefully. Type or print neatly in dark ink (bearing down firmly to guarantee a readable copy). You must sign and date this application, verifying that all information is true and correct.

$50 APPLICATION FEE (non-refundable) must accompany this application unless other arrangements have been made (see instructions). Checks and money orders should be made payable to Georgia Institute of Technology and must be issued in US dollars and be drawn on US affiliated financial institutions. If you wish to pay by credit card, please complete the enclosed Credit Card Authorization form included with this application.

1. Have you ever enrolled as a graduate student at Georgia Tech?  Yes  No  If yes, DO NOT use this form. Obtain a READMISSION form from the Office of the Registrar, Georgia Tech, Atlanta, Georgia 30332-0315.

2. U.S. Social Security Number (used for identification purposes only)

3. Full Legal Name
LAST NAME (FAMILY NAME)  FIRST NAME (PERSONAL NAME)  MIDDLE NAME  SUFFIX (E.G., JR.)

4. Will we possibly receive records for you under any other name(s)?  Yes  No  If yes, what name(s)?

5. Permanent Mailing Address
Street
City  State  Country  Zip
Permanent/Home Telephone
E-mail address:

6. Sex  Male  Female  Date of Birth  /  /  (mm/dd/yy)

7. Current Mailing Address (if different from permanent)
Street
City
State  Country  Zip
Current Telephone
Valid Until  /  /  (mm/dd/yy)

8. Place of Birth

9. Race/Ethnic Group (check all that apply)  (Reported to federal/state agencies to evaluate civil rights compliance.)
American Indian or Alaskan Native  Black or African American  Asian  Hispanic or Latino/Latina
Native Hawaiian or Other Pacific Islander  White

10. Citizenship
U.S. Citizen  Non-US Citizen
Country of Citizenship (if not U.S.):
Visa Type (e.g., PR, F1, H1, J1) ________________

11. State of Legal Residence (Required for U.S./PR/H-visas only)
State of Legal Residence:
If GEORGIA, County of Residence ____________________________
If GEORGIA, (U.S./PR/H-visa only), you must complete the APPLICATION FOR GEORGIA RESIDENCY included with this application and provide a copy of your visa, if applicable, to be considered for resident tuition and fees.

12. Program of Study
A. Planned Enrollment Term (choose one):
Spring 2003  Summer 2003  Fall 2003  Other ________________
B. Planned Enrollment Status:
Full-time  Part-time
C. Planned Campus:
Main  GT-Lorraine
D. Degree Objective:
Master’s*  Ph.D.
"If Master’s, do you plan to pursue a Ph.D. in the future?  Yes  No  If yes, when?  Immediately  Other (explain) ________________
E. Graduate Major Code or Name: ____________________________  ("CE" = Civil Engr. / "ENVE" = Environmental Engr.)
F. Do you wish to be considered for financial assistance?  Yes  No  Do you REQUIRE financial assistance?  Yes  No

13. Academic History
A. List each institution after secondary school, including Georgia Tech, that you have attended or are attending. List all post-secondary degrees which have been or will be earned by your planned enrollment date. Continue on a separate sheet if necessary. If you are currently enrolled, give the last expected date of enrollment. Official transcripts are required from each institution you attended for a year or more. Failure to comply can disqualify your application.

<table>
<thead>
<tr>
<th>NAME OF INSTITUTION</th>
<th>LOCATION</th>
<th>ATTENDANCE FROM (MM/YY) TO (MM/YY)</th>
<th>DEGREE &amp; MAJOR</th>
<th>DEGREE DATE</th>
<th>GPA</th>
<th>CLASS RANK</th>
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B. Letters of Recommendation have been requested from:
   ________________________________ of ________________________________ (dept./institution)
   ________________________________ of ________________________________ (dept./institution)
   ________________________________ of ________________________________ (dept./institution)

C. GRE
   Date taken or to be taken:  /  /  (mm/yy)  Scores:  V (raw)  (%)  Q (raw)  (%)  A (raw)  (%)
   GMAT
   Date taken or to be taken:  /  /  (mm/yy)  Total:  (raw)  (%)  TOEFL (required for most non-citizens)
   Date taken or to be taken  /  /  (mm/yy)  Score:  

I certify that the information provided in this application is true and complete. I understand that omission or misrepresentation of information herein may result in automatic rejection of my application to Georgia Tech. If admitted, I agree to abide by the Rules and Regulations and the Academic Honor Code of the Georgia Institute of Technology.

Signature of Applicant ____________________________ Date ____________________________
If you would like to pay your GIT graduate application fee by credit card, complete the following information and return it with your Georgia Tech Application. Please print clearly. All information is required.

Date: ______________ Name of Cardholder: __________________________________________

(as it appears on front of card)

Name of Applicant: ____________________________________________________________

(if different from cardholder)

Card Type: (check one) ☐ VISA ☐ MASTERCARD ☐ DISCOVER

Georgia Tech accepts only Visa, Mastercard and Discover at this time. Holders of other credit cards must pay by check or money order.

Card Number: ________________________________________________________________

Expiration Date: ______________

Charge for: Georgia Tech Graduate Application Fee $50 U.S.

I authorize Georgia Institute of Technology to charge this amount against the credit card listed above.

X

(Signature of Cardholder) (Printed Name of Cardholder)

(Address of Cardholder) (Home Telephone Number - include Area Code)

(Daylight Telephone Number - include Area Code)
APPLICATION FOR GEORGIA RESIDENCE STATUS

GEORGIA INSTITUTE OF TECHNOLOGY, ATLANTA, GA 30332
A UNIT OF THE UNIVERSITY SYSTEM OF GEORGIA

Only U.S. citizens, permanent residents, and H Visa holders are eligible for Georgia resident status. This form must be completed if you are claiming permanent legal residence in the State of Georgia for the purpose of paying in-state fees. All questions must be answered. Section A must be completed by the applicant. Section B of this form must be completed by the parent or legal guardian if the applicant is a dependent. Supporting documents and additional information may be requested. The completed form must be returned with your application for admission.

SECTION A – APPLICANT

1 Social Security Number ___________________________ 2 Birthdate ___________________________

3 Name of Applicant ___________________________

4 Citizenship □ U.S. □ Non-U.S. If Non-U.S., specify Visa or Green Card No. ___________________________

5 How long have you lived in Georgia? ____________________________ 6 County of Residence: ____________________________

7 Where have you lived (in the sense of physical presence) in the last two years? List current address first.

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<tr>
<th>FROM (mo/day/yr)</th>
<th>TO (mo/day/yr)</th>
<th>STREET ADDRESS</th>
<th>CITY</th>
<th>STATE</th>
<th>ZIP CODE</th>
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Employment information (for at least one year prior to the date for which in-state tuition rates are sought):

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<tr>
<th>FROM (mo/day/yr)</th>
<th>TO (mo/day/yr)</th>
<th>EMPLOYER</th>
<th>CITY</th>
<th>STATE</th>
<th>HOURS PER WEEK</th>
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Do your parents or legal guardian provide over half of your financial support or claim you as a tax dependent? ........................................ YE S □ NO □

If yes, Section B must be completed by parent or legal guardian.

□ Will you have filed a tax return or paid income taxes to any state other than Georgia during the past year? If yes, explain. ........................................ YE S □ NO □

□ For at least one year immediately prior to the term in which you will enroll, will you have

a. filed a tax return or paid income taxes to Georgia on all earned income? ........................................ YE S □ NO □

b. been a registered voter in Georgia? Date registered ____________________________ ........................................ YE S □ NO □

c. held a valid Georgia driver’s license? Date issued ____________________________ ........................................ YE S □ NO □

d. registered a motor vehicle in any state other than Georgia? Date registered ____________________________ State ____________________________ ........................................ YE S □ NO □

Are you or any member of your immediate family presently in the military? IF NO, GO TO QUESTION 13. ........................................ YE S □ NO □

If yes, check: □ Self □ Spouse □ Parent/Guardian

a. Are Georgia income taxes paid on all military income? If yes, please submit recent copy of Leave and Earnings Statement reflecting Georgia withholding. ........................................ YE S □ NO □

b. If your spouse is in the military, and the answer to (a) is NO, will you have resided in Georgia, been employed, and paid taxes to Georgia for at least one year immediately prior to the term in which the applicant will enroll? ........................................ YE S □ NO □

Please indicate date military member was stationed or established residence in Georgia pursuant to military orders: ____________________________

Attach copy of orders.

□ During the past twelve months have you attended an institution of higher learning outside the State of Georgia? ........................................ YE S □ NO □

If yes, proceed to the next question.

Does the institution charge out-of-state fees? ........................................ YE S □ NO □

If yes, have the institution’s Registrar verify by letter that you paid out-of-state fees.

I certify under penalty of disciplinary action that the information I have provided is true.

__________________________________________  ___________________________
Signature of Applicant                                  Date
SECTION B – PARENT OR LEGAL GUARDIAN

1 Name of Parent or Legal Guardian

2 Relationship to Applicant Name of Applicant

   If legal guardian, please include copy of legal document showing court appointment.

3 Citizenship □ U.S. □ Non-U.S. If Non-U.S., specify Visa or Green Card No.

4 How long have you lived in Georgia? ___________________________ Daytime Telephone ___________________________

5 Where have you lived (in the sense of physical presence) in the last two years? List current address first.

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<tr>
<th>FROM (mo/day/yr)</th>
<th>TO (mo/day/yr)</th>
<th>STREET ADDRESS</th>
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6 Employment information (for at least one year prior to the date for which in-state tuition rates are sought):

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<th>TO (mo/day/yr)</th>
<th>EMPLOYER</th>
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7 Will you have filed a tax return or paid income taxes to any state other than Georgia during the past year? If yes, explain. .......................................................... □ □

8 Will you have claimed the applicant as a dependent on your federal and Georgia income tax returns for the tax year prior to the term in which the applicant will enroll? Please enclose a copy of your most recent Georgia tax return. ..........................................................

9 Will you have provided over half of the applicant's financial support for at least one year prior to the term in which the applicant will enroll? ............................................................................................................... □ □

10 For at least one year immediately prior to the term in which he/she will enroll, will you have

   a. filed a tax return or paid income taxes to Georgia on all earned income? If no, explain. .......................................................... □ □
   b. been a registered voter in Georgia? Date registered ___________________________ .......................................................... □ □
   c. held a valid Georgia driver’s license? Date issued ___________________________ .......................................................... □ □
   d. registered a motor vehicle in any state other than Georgia? Date registered ___________________________ State ___________________________ □ □

11 Are you or your spouse in the military? ........................................................................................................................................ □ □

   If yes, check: □ Self □ Spouse

   a. Are Georgia income taxes paid on all military income? If yes, please submit recent copy of Leave and Earnings Statement reflecting Georgia withholding. .......................................................... □ □
   b. If the answer to (a) is NO, will the applicant's non-military parent have resided in Georgia, paid income taxes and claimed the applicant as a dependent for federal and Georgia income tax purposes for at least one year immediately prior to the term in which the applicant will enroll? If yes, please submit verification of employment, including dates and salary, and a copy of orders of the most recent Georgia tax return.

If the answer to (a) and (b) are NO, indicate date military member was stationed or established residence in Georgia pursuant to military orders: __________________________________________________________________________

   Attach copy of orders or other military-acknowledged document.

I certify that the information I have provided is true.

_____________________________ ___________________________
Signature of Parent or Legal Guardian Date