

How to Check Your Admissions Application Status

Follow the steps below to check the status of your admissions application file:

- 1 Access website: GTC-web.org
- 2 Select "Apply for Admissions/Check Admissions Status"
- 3 Enter your Login ID (Social Security # or 900 #) and PIN (6-digit birthdate MMDDYY is default)
- 4 Click appropriate term (ex: "semester Year") under "Processed Applications"
- 5 Look at "Application Status" details
- 6 If the field to the right reads "Pending," your file is incomplete: missing required items. Scroll down to view the **Requirements without a Received date**. These items have not been submitted or processed. If you have recently submitted the required items, please allow 7-10 business days for processing.
- 7 If the field to the right reads "Decision Made" and/or Accepted, you will be eligible to register during the upcoming registration period.

Deadlines

View admissions application file deadlines listed on the Dual Enrollment Academic Calendars on our website. Speak with your high school counselor regarding any deadlines specific to your high school.

FAQs

My application status is still "Pending." What does this mean?

If your application is pending, it means that there are parts of your admissions file missing. Visit our website to review the items necessary to complete your file. Be sure to allow 7-10 business days for submitted documents to be processed and added to your admissions file, including test scores. Processing times may take longer during peak periods. Students can be accepted only after all documents have been processed.

How do I submit the missing parts of my application file?

For faster processing, please submit documents electronically. Documents can be scanned and emailed to DEadmissions@GwinnettTech.edu or faxed to 678-226-7376. Documents can also be delivered to the One-Stop Enrollment Center in Building 100 of the Lawrenceville campus or at the Front Desk of the Alpharetta-North Fulton campus.

My application status says "Accepted." What is my next step?

You will receive an official Acceptance email from DualEnrollment@GwinnettTech.edu with further instructions regarding registration for classes, new student orientation, textbooks for classes, student e-mail and student ID card.