**TIMELINE for VISITING HONORS PROGRAM: GEORGIA TECH SCHOOL OF MATHEMATICS** (For students visiting in Spring Term)

This is an approximate timeline in support of the Visiting Honors Program in the School of Mathematics at Georgia Tech. This is not finalized, we can confirm details with the students’ Home Institution.

SoM = School of Mathematics at Georgia Tech

\*U: Home Institution = University/Institute which is the home institution of the students

**May/June**: Review timelines for January-May Study Semester

\*U identifies students they plan to attend

**End of June:** \*U finalizes how many students they plan to send,

**July:** Students register through online site

Collection of materials related to I-20 Visas

Copies of passports, financial statements from \*U

**July/August**: Processing of I-20’s

Invitation letters sent to \*U administrator

**August/September:** Students get visas

Location of housing determined, information communicated to \*U, including housing costs

Housing costs/damage deposits are paid by students or on behalf of the students before the end of September. Housing deposits are not refundable after deposit deadline/housing contracts signed. TOEFL scores submitted by students

**October:**

Student send transcripts and list of courses presently taken

Instructions for tuition payments sent to \*U (e.g. wire transfer instructions)

**November**:

Course options provided, other requirements and travel information: program website

Skype/online meeting to discuss options for students with SoM faculty advisors

Students indicate course preferences

Tuition invoice sent

**December:**

Course assignments drafted and communicated

\*U/students pay tuition invoices

**January:**

Students must arrive on January 2 in Atlanta, in time for orientation

Mandatory orientation week: + Classes start early January

**May**: Students complete program, grades assigned,

Review of accommodations, settlement on any damages

**June**: Transcripts sent from SoM to students/U\* by June 20 at latest (usually already in May, once the accommodation review has been settled