Application Procedures

To apply to Trenholm State Community College, complete and submit the Application Packet (Documents 1 – 8). For students transferring from a school in the United States, complete and submit the Application Packet (Documents 1 – 7) and the Transient/Transfer Clearance Form (Document 9).

1. **Application for Admission** – Complete all blank spaces with the information requested.
2. **Affidavit of Financial Support** – submit evidence of sufficient funds to cover the cost of attending Trenholm State Community College. Have your financial sponsor complete and sign the affidavit. Signature needs to be certified or notarized. Include an original bank letter from your sponsor’s financial institution, showing the balance in your sponsor’s bank account in US dollars.
3. **Medical Records** – A medical health history with proof of vaccinations.
4. **Official high school transcript** – Send a certified original translated and evaluated copy of the student’s high school transcript and diploma. (Required evaluators: http://www.wes.org)
5. **Official university transcript** – Submit original or recently certified copy of transcripts from universities you have attended. English translations are required of any transcripts not in English.
6. **Test of English as a Foreign Language** – If applying for college, submit a TOEFL score of 500 (on the paper-based test), 61 (on the internet-based test), Eiken score Pre-first, or IELTS (International English Language Testing System) test score of 5.5, indicating proficiency in the English language. An official score must be sent direct to Trenholm State Community College from ETS or IELTS. The TOEFL institutional code for Trenholm State is 1615.
7. **Small photograph of yourself.** Attach to Application.
8. **A photograph of the ID page of your passport.**
9. **Transient/Transfer Clearance Form** – to be completed by your Advisor if you are a transfer student from an American university or college.

Mail all documents together to: Trenholm State Community College
ATTN: Dr. T.R. Sanders-McBryde
PO Box 10048
Montgomery, AL 36108

Your application will be carefully evaluated and a decision made. If approved, you will receive an acceptance letter and the I-20 form. If you wish to have your I-20 sent by FedEx or UPS, it is your responsibility to pay for the charges. The I-20 form is a legal document and cannot be faxed. You will need to take the I-20 form to the nearest U.S. Embassy or Consulate to apply for a student visa. For program information, visit Trenholm State’s web page at www.trenholmstate.edu.

Program of Study – Associate Degrees, Certificates & Short-Term Certificates

- A/C & Refrigeration Technology
- Automotive Collision Repair
- Automotive Manufacturing & Automation
- Automotive Service
- Child and Human Development
- Computer Information Systems
- Culinary Arts/Hospitality Management
- Dental Assisting
- Diagnostic Medical Sonography
- Diesel Mechanics
- Electrical
- Emergency Medical Services
- Graphic Design
- Industrial Systems & Automation
- Medical Assisting Technology
- Medical Radiologic Technology
- Office Administration
- Accounting
- Entrepreneurship
- General Business
- Management
- Practical Nursing
- Precision Machining
- Registered Nursing
- Respiratory Care Therapy
- Robotics/Mechatronics
- Truck Driver Training
- Welding

H. Councill Trenholm State Community College and the Alabama Community College System do not discriminate on the basis of race, color, disability, sex, religion, creed, national origin, age or any other protected class as defined by federal and state law, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity, or employment.